CHOICES

OPTIONS FOR
YOUR FUTURE IN
POST-SECONDARY EDUCATION

Ministry of Advanced Education,
Training and Technology

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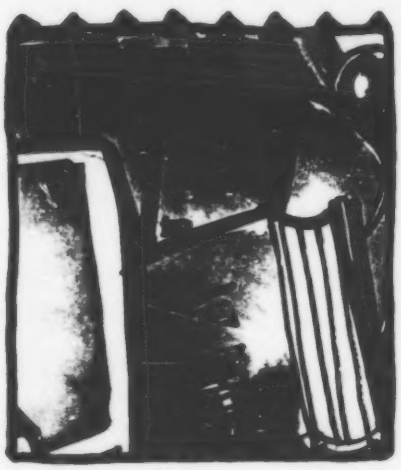
OPTIONS FOR YOUR FUTURE IN POST-SECONDARY EDUCATION IN BRITISH COLUMBIA



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CHAPTER 1

INTRODUCTION

When you think of the future, what comes to mind? Next weekend, next month, next year? Have you ever thought about the occupation you'll eventually work at?

Moving on to post-secondary education marks the end of one stage of your life and the beginning of another. What will you find there?

This new stage offers you a whole range of choices. You could go on for further education at a college, university or institute. You could combine on-the-job training and school work through apprenticeship. You could work or travel for a while before going back to school. Or you could go straight to work.

By spending some time now thinking and checking out the alternatives, you can decide what you want to do. You're much more likely to find opportunities to do what you enjoy if you have a good idea of who you are, what you enjoy doing and where you can do it. You don't need to let events choose for you.

CHOICES AND CHANGE

The choices you make today will lead you to an occupation that may be the only one for you or the first of several. It used to be that people went to work for one employer and stayed there for the rest of their working lives. Today that's rare.

The average person changes jobs about seven times during his or her life. This may mean staying in the same occupation and moving from one job to another. For example, going from being a geologist in an oil company to teaching geology at a college. Or it could mean changing your whole occupation. For example, going from being a hairdresser to being a heavy equipment mechanic. People change, and the world changes too.

LIFELONG LEARNING

One of the ways of coping with change in today's world is lifelong learning. Lifelong learning means staying open to opportunities for learning about ourselves, our work and the world around us. It may take the form of credit or non-credit studies at post-secondary institutions. It may be in the form of on-the-job training.

The benefits of lifelong learning are an openness to new things and an ability to adapt to change. Both of these are highly valued by employers, and you can't do without them if you're self-employed.

The increasing enrollment at community colleges is evidence of lifelong learning. People who have been out of school for a few years are going back in ever greater numbers. Some never finished high school and are taking Adult Basic Education. They've discovered that it's important for getting better jobs and feeling better about themselves. Some are completing diplomas or certificates in fields they've been working in. Others are looking for new occupations. Older students are also enrolling in larger numbers at universities and institutes.

We never stop learning, no matter what choices we make in our lives. The opportunities are there through regular post-secondary programs, continuing education, on-the-job training and other ways. Whether to keep up with our jobs, to prepare for career changes or simply to increase our knowledge of the world around us, we keep on learning.

A NOTE ABOUT OCCUPATIONS AND JOBS

When we talk about the working world, we'll refer to both occupations and jobs. In this booklet, "occupation" will be limited to meaning the general type of work or the profession. "Job" will describe the specific employment within that occupation.

For example:

- *Your occupation is auto mechanic. Your job is servicing and repairing cars at Canadian Tire.*
- *Your occupation is doctor. Your job is head of pediatrics at the city hospital. Someone else's occupation is also doctor, but the job is family medicine practitioner at a local clinic.*

WHAT YOU'LL FIND IN THIS BOOKLET

The purpose of this booklet is to help you think about your future. It's one of the many resources available to help you explore the possibilities. Look to your school or career counsellor for guidance in finding and using these resources. Talk to your counsellor about your hopes and aspirations. Talk to your parents, your friends, people who are out there working in the occupations you are interested in. Get all the help you can to find out what you need to know to make a choice. But remember: the best decisions for you are the ones you make yourself.

USING THIS BOOKLET

It's a big job, this future search. It takes effort—in thinking and in research. You'll be going through a lot of information and trying to sort out what makes sense for you. One technique that can help is writing. Write down whom you talk to and what they have to say. Not word for word: just the key points that are meaningful to you. Write down where you get important information, so if you have to look for it again, you'll be able to find it. Writing helps when it comes to decision-making, too. Writing out the pros and cons can help you see more clearly what you want to do.

WHAT CAN YOUR COUNSELLOR DO FOR YOU?

Have you ever talked to a school counsellor or guidance counsellor? Not just "Hi, how can I get out of taking Mr. Corrigan's class?" Have you ever talked to the counsellor about you? Here's a person who can help you talk about your future as well as your present.

Guidance or school counsellors are specially trained to help students with everything from course selection to personal problems. They have a whole array of information available in many forms—from print to videos to computer programs. If you're starting your futuristic exploration from scratch, your counsellor can help you with the resources you need to get pointed in the right direction.

Check out the career information. Your counsellor can show you job descriptions, pamphlets from professional associations and material on many occupations. If the information isn't in the school, the counsellor may know where to get it.

Calendars from universities, colleges and institutes are available in your counsellor's office. There may even be some application forms. The counsellor can help you select the post-secondary program you want and then help you determine the right high school courses to take to make sure you qualify for entry. She or he may even be able to help you plan your first-year program at a post-secondary institution.

Ask your counsellor for help if you're applying for financial aid. She or he can show you how to budget so you'll know how much money you'll need. Your counsellor can help with applications for on-campus housing too.

Some post-secondary institutions prefer new students to see a counsellor or advisor before completing an application form, in order to determine the courses best suited to them. Use the material you've worked on with your high school counsellor when you go to see the college advisor. It will save time and help the advisor understand your plans better.

You'll see many references to school counsellors in these pages. Counsellors are there to help you—use them.

Even if you think you already know what you want to do after high school, take a look through this booklet. It might open your mind to ideas you hadn't thought about before. It's your future—make your own choices.

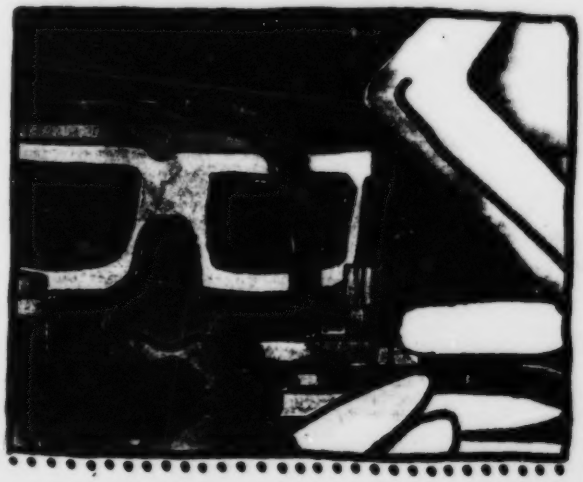
CHAPTER 2

LOOKING AHEAD

ADVANCED EDUCATION AND TRAINING - BUILDING YOUR FUTURE

Some people seem to know right from the time they're little what they want to be when they grow up. Others figure out their interests while they're in high school. Some of us get to the end of high school still unsure of the direction to take. No matter what your situation, one direction is to take further training or continue studies after high school. Why do that? Once you get your Grade 12 diploma, what more could you want?

There are almost as many reasons for taking advanced education/training as there are people doing it. Perhaps you want to help people or the

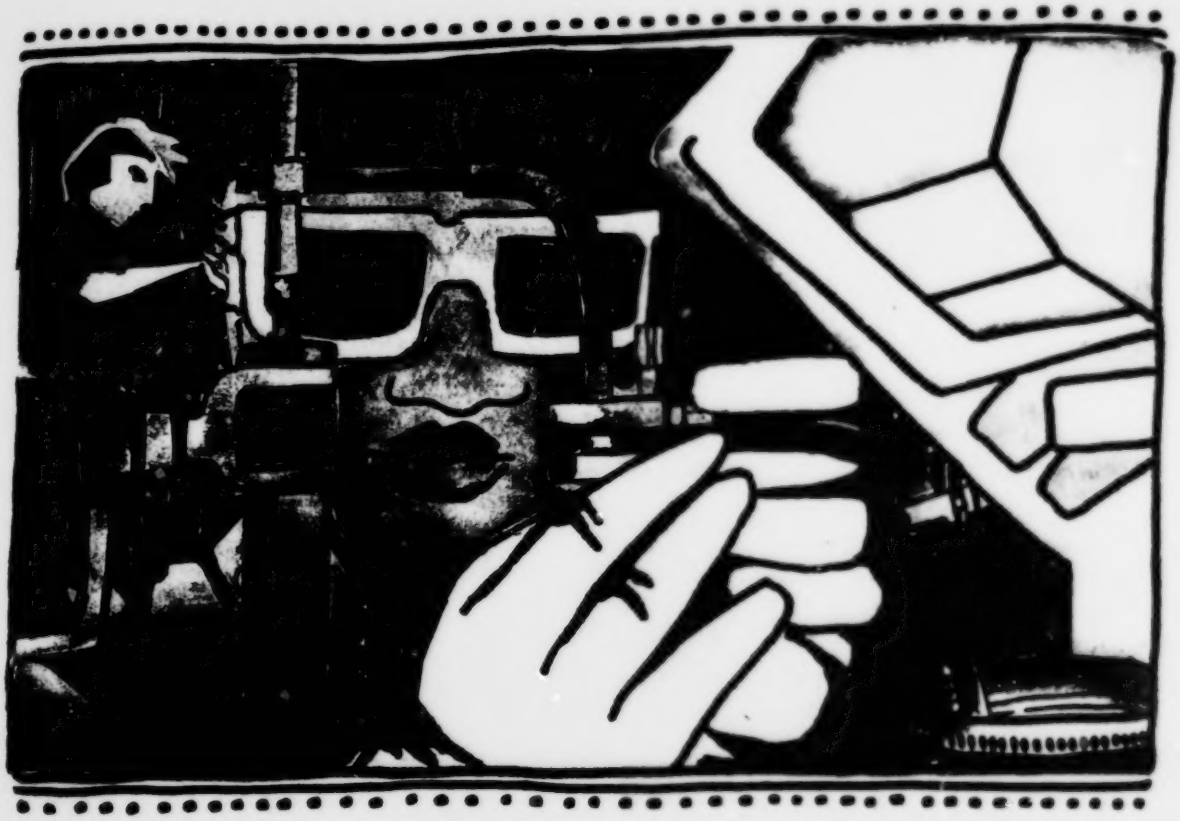


planet in fields such as social work, education or environmental studies. Programs in helping occupations and in many subjects related to the environment are available at community colleges, institutes and universities across the province. Maybe you want to take post-secondary studies for the pleasure of learning or the challenge of meeting new people and finding out more about yourself.

If you want to prepare for a career in one of the professions, such as architecture, nursing or engineering, you must take post-secondary studies, as that is the only way to qualify. You may not be interested in a profession, but perhaps you want more job opportunities and better pay. Maybe you want greater job satisfaction and greater confidence in your ability to adjust to changes in the work you do. Advanced education and training help you achieve all these goals.

WHAT EMPLOYERS WANT

Employers in all areas—trades, professions, business, public service—want employees with higher qualifications than ever before.



Better-educated employees tend to be more flexible and adaptable. Better-educated workers also tend to have lower rates of unemployment.

The forecast for new jobs created in B.C. over the next decade shows that two-thirds of them will require 17 or more years of formal education and training. That doesn't mean that everyone will have to get a university degree, however. The majority of jobs that exist today may not require a university degree, but they require more education generally than similar jobs did in the past.

The increasing education requirements for jobs reflect the impact of technology on our world. Technology is changing jobs and the workplace. Chances are that any job you begin now will be affected by changes in technology many times while you are working.

Your post-secondary training will give you a better understanding of the world around you and more skills to cope with this changing world. A strong education puts you in a good position to take advantage of new opportunities in the job market. This is especially true if you have a good grounding in science and math and can express yourself well, both in speaking and in writing.

CANADA IN A CHANGING WORLD

But your education isn't only important to you: it's important to everyone, because Canada too has to cope with a changing world. We have to adjust to a world economy that is completely changing the base on which it operates.

The world economy, which used to rely on trading natural resources, such as wood and minerals, and manufactured goods, is now becoming more "knowledge-based." Natural resources will continue to be needed—after all, we still need to build houses and cars. However, they will become a much smaller part of the economy.

Fields involving the use of scientific and technical knowledge in new ways are becoming more important. Areas such as computers, robotics, biotechnology and advanced materials will create more wealth in the future.

For a country to remain competitive, its people need to know how to use new technologies developed elsewhere and how to develop their own. Canada and B.C. need well-educated workers to keep us competitive in the world. We need scientists, technologists and technicians. But we also must make sure that people in all kinds of jobs are well enough educated to adapt to change and use new technology.

That's why post-secondary education is important to Canada and to B.C. The Ministry of Advanced Education Training and Technology supports the colleges, universities and institutes and offers student loans and pays training allowances for apprentices and other workers for skills upgrading. All this support is designed to give the people of the province the education and skills to benefit themselves and the whole economy.

A SNAPSHOT OF B.C. GRADUATES AT WORK

In 1988, Employment and Immigration Canada surveyed about 4,000 B.C. post-secondary graduates who had completed their degrees or diplomas in 1986. Here are some of the findings:

- *9 in 10 graduates had a job, either full- or part-time. This compared with 7 in 10 of* **all** *British Columbians (i.e., with and without advanced education/training) in the same age group, 20 to 34 years.*
- *University graduates with Bachelor's degrees had an employment rate of 88 percent, i.e., 88 percent of those surveyed had a job.*
- *Master's level graduates had an employment rate of 92 percent and doctoral level graduates, 95 percent.*
- *Community college graduates had an employment rate of 92 percent.*
- *Trade and vocational grads had an employment rate of 86 percent.*
- *Full-time employment was highest among Ph.D.s (93 percent), followed by Master's graduates (89 percent), community college graduates (88 percent), university graduates with Bachelor's degrees (86 percent) and finally, trade and vocational graduates (85 percent).*

Source: Occupational Outlook, B.C./Yukon, Volume 2, Summer 1990, published by Employment and Immigration Canada

CHECKING OUT THE FUTURE JOB MARKET

All that change we've been talking about affects jobs today and in the future. Growth in information-intensive industries, such as computer services, communications and finance, is pulling the focus of the job market away from the resource-based industries, such as mining and fishing. Whole new industries, such as aquaculture and information processing, are growing up where technology finds a new application. The companies in these new industries tend to be small and highly specialized.

Many of the jobs you see today will continue to exist, but will have to adapt to the new technologies and new demands in world markets. There may be fewer of certain jobs. For example, the overall number of jobs in manufacturing is decreasing as more efficient technology is introduced.

We can see major changes happening within jobs. Technology has an impact on more jobs than ever before. Everyone—from librarians to doctors to cashiers—has been affected by new technology.

For example, in two very different areas, technology has changed the skills that workers need to do their jobs. One group is automotive mechanics and technicians. They must cope with sophisticated electronics systems and fuel-injected, multi-valved engines. They are in high demand because few young people are taking the necessary apprenticeship training, despite the fact that a skilled automotive mechanic or technician is very well paid. Another group where more is expected is secretaries. Many employers want secretaries with good administrative skills and a solid knowledge of high technology.

STARTING YOUR OWN BUSINESS

Are you full of ideas on marketing? Have you developed your own product and know exactly how to sell it? Do you have a skill or talent that lends itself to working for yourself? Are you a hard worker, willing to sacrifice evenings and weekends to get your business going? Maybe you should start your own business.

If you're interested in the challenge of self-employment, free information is available from the Business Information Centre at your local Chamber of Commerce. For more information call 660-3900 in Vancouver or toll-free 1-800-972-2255 from elsewhere in B.C.

THE SERVICE SECTOR

Looking at our changing economy can give us an idea of where growth in the number of jobs is taking place. Overall, the service industries are large and growing. They include non-commercial activities such as health and education; commercial services like restaurants, recreation and trade; and financial and legal services like insurance, real estate and banking.

The fast growth of the services sector is strongly affected by new technology. More services can be performed more efficiently and new ones can be invented using new technologies. Many service occupations require highly trained people because of the specialized services they offer and the technology they use. The service sector has some of the fastest expanding industries in the economy, such as tourism, health care, financial and business services.

BEYOND SERVICES

Outside the service sector, new technology is also encouraging new industries to emerge. In many cases these are expanding as well - take robotics and space technology as examples. But a high rate of growth does not necessarily mean lots of jobs, as these industries, and the companies in them, are often quite small. The benefit for you, the job seeker, is that these companies are looking for very specialized skills. If you have those skills, then you have a very good chance of getting the job you want.

Existing major industries in B.C. may not be responsible for creating a lot of new jobs. Because they are so large, however, they continue to be an important job market. Workers need to be replaced because of retirement or changing employment. New technology is affecting many of the jobs in these industries, so new workers coming in must have more entry-level skills than were needed by those leaving the jobs.

These industries may create some new jobs adapt to changes in traditional markets. For example, mining companies face competition for their metals from new materials, such as plastics and composites.

WHERE B.C. GRADS FOUND WORK

The following is a summary of where 1988 B.C. post-secondary graduates found employment:

- *University graduates with Bachelor's degrees: Fields where over 95 percent of those qualified were employed were chemistry, mechanical and electrical engineering, forestry, computing, architecture, education, food/household science, law, geography, nursing, rehabilitation medicine, classics/other languages, social work, applied arts, special administration and religion-theology.*
- *Master's graduates: Fields with over 95 percent employment included those mentioned above for Bachelor's degrees, as well as biology, physics, pharmacy, sociology, geology, planning/resource management, other health, psychology and commerce.*
- *Doctoral graduates: Across almost all fields, 94 percent of grads were employed. The only fields with lower rates were English, music, linguistics, translating and interpreting.*
- *Community college graduates: Employment rates over 95 percent were in medical lab equipment/treatment technologies, resource processing technologies, medical/legal secretary, marketing, retail sales, graphic/audio-visual, industrial engineering, instrumentation, nursing, accounting, recreation and sport and construction technologies.*
- *Trade and vocational graduates: The fields with over 95 percent employment were legal secretary, nursing and other health, retail sales, civil technologies, dental assistant, hairstyling and cosmetology, architectural design/drafting technologies and other industrial engineering.*

Source: Occupational Outlook, B.C./Yukon, Volume 2, Summer 1990, published by Employment and Immigration Canada

Some mining companies have set up divisions to develop advanced industrial materials that use their metals and minerals in new ways. These changes open up opportunities for graduates in specialized fields.

Studies show that among B.C. occupations currently there are shortages of skilled nurses, systems analysts, electrical and mechanical engineers, physiotherapists, audiologists, chefs and cooks, auto mechanics, precision instrument repairers and aircraft mechanics.

ENTREPRENEURS WELCOME

Not everyone has to work for someone else. An area that has become an increasingly important part of the economy is small business. Small firms and self-employment have been creating more jobs than large organizations. Providing services to businesses is expected to be a fast-growing area for small business and self-employment. It includ accounting, engineering, computers, advertising, word processing, human resources and management consulting.

FOR MORE INFORMATION...

We've drawn an overall picture of the job market today and in the future. Much of the information in this section is taken from two valuable resources: *Job Futures, British Columbia*, co-published by Employment and Immigration Canada and the B.C. Ministry of Advanced Education, Training and Technology, and the Summer 1990 issue of *Occupational Outlook, B.C./Yukon*, published by Employment and Immigration Canada.

Use them to help you research the jobs you're interested in. *Job Futures* describes 187 occupational groups: the nature of the work, education and skills needed, B.C. job prospects, average earnings, main industries employing these occupations and estimated job openings to 1995. Also check with your local libraries and your counsellor for more information on job markets.

YOU AND THE JOB MARKET

What stands out from any look at the job market is that employers are looking for workers with strong basic skills. You'll need these same skills if you're going to be self-employed. Reading, writing and math are the necessary foundation for building other skills.

According to *Job Futures*, "included among the hottest, most transferable skills are those related to communications, math, computer literacy and business knowledge or entrepreneurial skills." It's important that skills be transferable, that is, that they can be used in more than one job, because most people end up working at more than one job throughout their lives.

So that's the background. You've found out why advanced education/training is important. You've seen a broad sketch of future job markets. Now you're set to launch into an exploration of your own future.

EXPLORING YOUR FUTURE

So far we've talked in general terms about post-secondary training, education and the job market. Now it's time to look at your future in the working world.

You may wonder why you should try to plan for the future. After all, there's always chance, fate and time to take care of things. Look at it this way. About one-half of our waking lives as adults is spent on work: getting ready for it every day, going to it, doing it, coming home from it. Why not spend it on something you like to do? By taking the time to plan and understand yourself, you'll be better able to take advantage of opportunities that will get you where you want to be, doing what you want to do.

This section will introduce you to some ways of exploring yourself and your future. The techniques you learn now for finding your direction will help you in the future when it's time to change again. A counsellor can help you develop and use these techniques.

Before going any further, make sure you have your pen or pencil and lots of paper on hand. By making good notes as you go along, you don't have to rely on your memory. You have an important choice to make—you don't want to miss out on anything because you forgot a key point. While your notes should be clear so you can understand them later, they don't have to be full sentences or formal. They are for you to use in your own way. And remember, this should be fun. Sure, it's a serious subject, but it's also an exploration. Exploring is fun because it lets you weave your imagination with facts to create your own future.

LOOKING AT YOU

The starting point for this adventure is you. You can't even begin to figure out what occupation you might enjoy if you don't know what makes you tick. Try to think of all the things that affect you and interest you. Write them down. You may find it a bit slow getting started, because many of us are not used to thinking about ourselves in this way. Once you write a few things down, though, it will probably get easier.

- ❑ What is important to you? There could be many or only a few things: family, security, personal fulfillment, etc. Your values and attitudes affect your actions and how you deal with people.
- ❑ What do you like to do? These are your interests—activities and things that attract you, for example, playing soccer, writing, amateur astronomy, repairing cars. Your hobbies and leisure activities are obvious interests. Look as well at jobs, volunteer work, clubs, etc. and figure out what you liked and disliked about them. And don't forget to identify the school subjects you like and, if you can, why you like them.
- ❑ What are you good at? Skills and abilities are very important in determining what your future occupation might be. Generally, people enjoy doing what they're good at and are good at what they like to do. Skills are learned, while abilities are something you already have. The ability to work with your hands lets you become skilled as a carpenter. If you aren't sure what you are good at, talk to people who know you very well. They can tell you what they think you are good at.

If you aren't sure what skills and abilities are or how to describe them, talk to a school or career counsellor. She or he can arrange for you to take aptitude tests. They aren't the kind of tests you have to study for. They are just a series of questions that lead you to discover your aptitudes. The counsellor can also direct you to printed material with lists of skills and abilities.

- ❑ Where would you like to work? City or country, small communities or large, indoors or out, locally or internationally.
- ❑ What aspects of an occupation are important to you besides the work itself? Think about routine, security, travel, whether you need to work with other people or prefer to work alone, rewards, etc.
- ❑ What else hasn't been covered here that is an important part of you and affects the kind of occupation you may choose? This could be anything: a disability, an allergy, a family commitment that would influence your choice or poor language skills. Some of these may be changeable, such as poor language skills.

You should develop as complete a picture of yourself as possible. Be honest and don't be shy in acknowledging your strengths. Now that you've explored who you are, it's time to focus on what you want to do.

THE WORKING WORLD

Start by being open to new ideas and opportunities. Right now, at the beginning of your futuristic exploration, don't jump to conclusions about what you can and can't do. Look first at what you found out about yourself and let your mind go. If you're interested in outer space, write it down. There are relatively few jobs for astronauts, but there are other avenues to being involved in space science and engineering.

Even if you're fairly sure of what you want to do, it's worth examining it with an open mind and looking at alternatives. Don't limit yourself just to what you see around you where you live. You don't have to take the same jobs your parents, their friends or your friends have, unless that's what you really want. Think about alternatives. Many jobs are changing—some are disappearing—new ones are opening up.

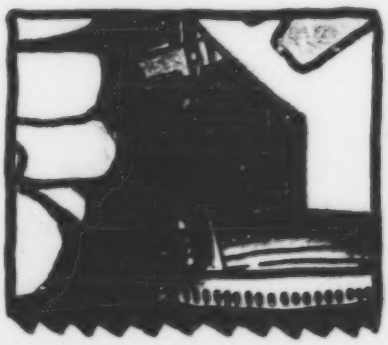
Your ideas about possible occupations could come from many sources. You may know someone, have seen someone on TV or have read about someone doing a job that seems interesting. To find out more about all the possible occupations out there, talk to a counsellor. She or he can help you use a computer program that can match you and occupations. Go to the library and ask for books on career planning, occupations and job markets. Many of these have lists of occupations, both existing and coming in the future.

The idea isn't necessarily to come up with one specific occupation for you to work toward. Rather, the techniques here are to help you learn how to choose the type of work in which you are most likely to succeed. This kind of choice will face you many times in the future as both you and the world keep changing.

DIGGING UP THE INFORMATION

After you've let yourself speculate wildly, focus on a few opportunities that seem possible. Now comes the real work. Spend some time investigating the occupations that interest you. This means a

lot more than just knowing, for example, that doctors and nurses heal the sick, or mechanics fix cars. Find out what actually happens in the occupation. What do you do all day? Is the work usually full-time, part-time, seasonal? What kinds of employers would you work for? What are the likely earnings and opportunities for advancement? What qualifications do you need, in both education and experience? Do you need special tools or equipment? How will changing technology affect this occupation?



That's a great deal of information. Luckily, there are many sources of it. One of the best is people who actually work in the occupation. Talk to them about what they like and don't like about it. Ask them about good places to get the qualifications you need. Talk to employers about working conditions and job prospects. Read about occupations. Use any material you can get hold of to find out about the occupations you are interested in. As usual, your counsellor can help. If you don't know anyone who works in the field you are interested in, your counsellor may be able to arrange for you to talk to someone who does.

EXPERIENCING YOUR POSSIBILITIES

Try to get first-hand experience of the occupations. Through part-time jobs and volunteer work you may be able to get a good idea of what working in an occupation would be like. Co-operative education, career preparation and work experience programs offered in many high schools can also help you get a better understanding of the working world.

Remember to look for an occupation where the work itself interests you. If the work is boring or too difficult, other aspects, such as earnings, prestige or a nice office, may not make up for that. On the other hand, not every minute of every working day is going to be fascinating or even interesting. You can't avoid at least occasionally doing things you don't like. The trick is to find an occupation that balances out your strengths, weaknesses, likes and dislikes in a way that can keep you interested.

Now you have a few occupations that look promising or perhaps just some general areas of interest with no specific occupation spelled out. Your next step is to focus these still further, to one that appeals to you more than the others. How can you do that when they all have something to interest you? Here's where decision-making techniques come in. They aren't only for this situation: they can be used any time you're having trouble making a decision.

DECISION-MAKING

You are the person who knows you best. By now you should have some idea of what you want for your future. You've thought about yourself, and you've investigated the various occupations which attract you. Once you feel you have enough information, you can use the material to make a decision. You may not have a specific occupation in mind, but you can be looking at a direction to go.

How to Judge Job Markets

People who study job markets judge the possible work opportunities by four main factors. Keep these in mind when you are researching the occupations you're interested in. The factors are:

1. Size

In any occupation, workers need to be replaced because they quit, are transferred, are fired, retire or die. This loss of people is known as attrition. A large number of people in an occupation means a large number of jobs will become available because of attrition. Size of an occupation, measured by the number of people in it, is a major factor in determining potential job openings.

2. Growth

Another major factor is the rate at which an occupation is growing. Fast-growing occupations are attractive, but the size of the occupation remains important. If there are only a few jobs in an occupation, such as in respiratory technology, then the fact that the occupation is increasing rapidly does not mean there are many openings. However, if there are many jobs in an occupation, even a small increase can translate to a large number of job openings.

3. Unemployment

Some jobs are more prone to layoffs than others. For example, sales and construction jobs are, while nursing jobs aren't. The rate of unemployment also varies with skill levels within an occupation. Those with few skills are more vulnerable to unemployment than those with high skill levels -- a basic cook may have trouble finding work, where a highly qualified chef may not.

4. Earnings

In general, people with the highest education and skill levels tend to have the highest earnings. Information on average earnings in various occupations is available from many sources, such as Job Futures (see Resources). When you are researching occupations, don't assume you will make the highest earnings. Experience, ability and type and size of employer all affect earnings.

From Occupational Outlook, B.C./Yukon, A COPS Publication, Volume 2, Summer 1990, published quarterly by Employment and Immigration Canada

The section on decision-making on page 15 can guide you through a decision-making process. This process is simply a way of organizing your thoughts and information so you can see the way you want to go more clearly. If you feel unsure of it, there is help available. Watch for workshops and courses on career and life planning, offered at your school or local college. Talk to a counsellor about computer programs, courses and individual counselling. You still have to make a choice at the end of it, but it will be a choice based on thinking and information.

The decisions you make now will direct your life down new paths. But they aren't the last decisions you'll ever have to make. As you change and the world changes, you will have to make decisions again and again about what you want to do next. The techniques outlined here and others you learn along the way can help you make good decisions.

There will always be outside factors that throw up barriers or open new avenues. These techniques can help you overcome barriers and identify opportunities. They can help you make wise choices concerning your future.

MOVING ON

You've decided. You know what occupation you want or at least an area you are interested in. You know what qualifications you need. The next step is to find out how to get these qualifications.

RESOURCES FOR EXPLORING

- ❑ *Counsellors, teachers, parents, friends*
- ❑ *Computer programs*
- ❑ *Program brochures (8) published by the Ministry of Advanced Education, Training and Technology—ask your school counsellor for copies*
- ❑ *Career Resource Centres at schools*
- ❑ *Job Futures, British Columbia—An Occupational Outlook to 1995, published by Employment and Immigration Canada and B.C. Ministry of Advanced Education, Training and Technology*
- ❑ *Libraries—school, public, government*

MAPPING YOUR DECISION--A TECHNIQUE TO HELP YOU MAKE DECISIONS

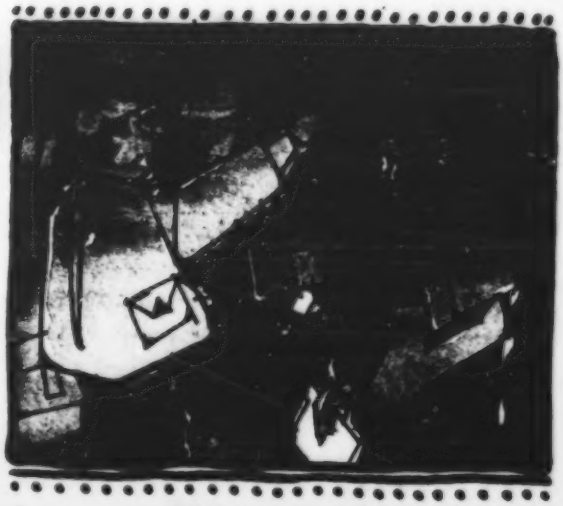
The very first thing to do is get a pen or pencil and some paper. Write everything down as you go through the process.

1. *What do you need to decide? Narrow it down. For example, "I have to decide what to do with the rest of my life" is too broad. Focus on a specific area or a set time period. For example, "I have to decide what subject area I want to study." You don't have to roll all your decisions into one—once you decide on the subject area, then you can go through the process again to decide on the institution you want to attend.*
2. *What are the possible choices? There may only be one possible choice. That means the process would end here. Usually, however, there are several choices, which is why you may be having trouble making a decision. Again, narrow it down. Let's stay with the example of choosing the study area. You don't have to list every subject you've taken in high school if you're not interested in half of them.*
3. *Find out as much as you can about each possible choice. Gather information that will help you come to a conclusion. Don't just include facts, note your feelings as well. If you've worked your way through this section, you've already gone through the information gathering stage. Right now you can take your material and read it over so you are familiar with each possibility.*
4. *Spell out the pros and cons for each possibility. Make as complete a list as possible. Don't try to sort them out at this stage, just put down as many as you can for each possibility.*
5. *Rank the pros and cons under each alternative. Think about them and try to rank them in some way of importance. How important are the negative aspects for one possibility? Do they cancel out most of the positive ones? At this stage, you can toss out some of them if they are insignificant. What you're looking for is a good, clear way to make comparisons.*
6. *Make your decision, based on the information you've put together. By this time, with all this thinking about pros and cons, the decision should stand out.*
7. *Make a plan of action: figure out how to carry out your decision. Write out each of the steps involved. Include dates by which you must act, if you know them, e.g., deadlines for getting information so you know when to apply for programs.*
8. *Do it!*

CHAPTER 3

CHOOSING A PATH TO THE FUTURE

WHAT'S IN A PROGRAM?



Now you've sketched a picture of your future from your explorations. But how will you get to your goal? The first thing to look at is the program of training or education that will get you there. A program is a group of courses, sometimes combined with work experience, that you must complete satisfactorily to get the qualification you want. The courses may be taken at a college, institute or university. Work experience is mixed in with course work in such programs as apprenticeship or cooperative education.

In the last section, you did some detective work about occupations that might interest you. While you were doing that, you probably found out what kind of qualifications you'd need for that occupation. If you didn't, now's the time to go back to your resources and get that information. Talk to a counsellor. Visit a career resource centre. Sometimes it's easy to guess what's needed. If you want to be a journalist, you should be looking at journalism programs. But if you want to be a film editor, where do you start to look?

There are many different types of programs that lead to qualifications in the post-secondary system. They may be offered at colleges, institutes or universities. Graduates receive certificates, diplomas or degrees, depending on the program. Continuing education programs offered at the institutions often do not result in any kind of qualification. The way programs are delivered varies as much as the programs themselves. Students may attend full- or part-time, in person on campus or by distance learning.

Here are some descriptions of program types to help you when you're trying to figure out how to reach your goal.

PROGRAM TYPES

1 **Developmental programs** provide students with basic skills such as literacy, job preparation and English as a Second Language (ESL). They may also build on existing skills through academic upgrading. Developmental programs are usually designed with special attention to progress by each student. All of these programs are available at B.C. community colleges. Some are available at universities and through the Open Learning Agency.

Adult Basic Education (ABE) gives adults, whose school studies were interrupted for some reason, the opportunity to finish these studies. The courses range from Basic Literacy to Adult Secondary Graduation. Certificates are awarded when each of the following levels is completed: Fundamental, Intermediate and Advanced. A diploma is issued when the Provincial (graduation) level is completed. However, ABE students can also take individual courses to make up missing courses for their programs or brush up on forgotten or deficient skills. They don't have to take the entire certificate program.

Financial assistance for expenses such as tuition, books and child care is available to ABE students through the Adult Basic Education Student Assistance Program. For ABE students planning to continue on to post-secondary level education or training, the Supplemental Program of the B.C. Student Assistance Program provides additional assistance. Information on financial assistance is available from the financial aid offices of community colleges or from the Ministry of Advanced Education, Training and Technology (see Chapter 6).

Adult Special Education programs serve disabled adults who need specific training or skills. A variety of life skills, employment preparation, academic and vocational programs are offered at community colleges around the province.

English as a Second Language training is offered at colleges and universities. These programs are available at all levels from basic, for those who just need to "get by," to advanced academic, for those who want to study at college, institute or university. Speaking, listening, reading and writing skills are all covered.

College preparation programs are aimed at students who only require a few courses and maybe some help with study skills to bring them up to the academic standing they need to enter regular college programs. Some courses in these programs may be equivalent to high school courses. These may be used to complete requirements for graduation, where an agreement exists between the colleges and high schools. Not all colleges offer these programs and program content varies.

2 **Vocational programs** prepare students for employment in a specific trade or field, such as business or tourism. They usually take one year or less to complete. All community colleges and institutes offer a wide range of vocational programs. Some programs, however, may only be available at one or a few institutions. Graduates receive a certificate.

a) Trades programs can be divided into two main groups: training access programs and apprenticeship programs. Both are open to students just out of high school, as well as to mature students.

Training access programs are offered at community colleges and at BCIT. They give students basic technical skills in such trades as plumbing, heavy duty mechanics, small engine repair or carpentry. They may take six to eight months to complete.

Students with different amounts of experience can enter the programs at different levels. This means a student with no experience or training would enter right at the beginning.

One with some experience could enter at an intermediate level. Students of high school career preparation programs may be entitled to receive credit for their high school experience. They would be allowed to enter the related college training access programs at an advanced level.

Apprenticeship training is a combination of on-the-job training and short, in-school training courses. An apprentice works at his or her trade, while being trained by a more experienced tradesperson. The apprentice is paid as an employee of the company, but at a lower rate than the qualified tradesperson. Apprentices also receive training allowances while they do the required classroom training. There are 193 trades in British Columbia, and about 50 have in-school training. See Chapter 3 for more information on apprenticeship.

b) Office and other programs are the non-trades vocational programs. In the office program, students are trained in specializations dealing with today's office technology. Other programs include fields such as business and commerce, community service, health, tourism and natural resources.

3 **Technology and career programs** are offered in fields such as applied arts, business, health sciences and various technologies (civil, electrical/electronics, mechanical, computing). Their mix of academic and practical courses usually takes one to two years to complete. Graduates receive a certificate or diploma on completion.
These programs are offered at both community colleges and institutes. Some may be available only at one institution because of local student demand or because the equipment for teaching the course is too costly to install in many locations. Some of these programs can provide their graduates with advanced standing in university professional programs in the same fields.

WHAT IS CERTIFICATION AND DO WE NEED IT?

Graduates of a program at any institution are not automatically qualified to practise their new skills. Entry into some occupations is controlled by accrediting agencies, such as a professional association or the government. Graduates of these programs must apply to these agencies for the right to practise. Sometimes this right is granted just for having completed an approved program, as with early childhood programs. In other cases, it involves writing certification examinations, as with nursing programs.

Certification agencies also determine when programs can be credited toward the completion of a professional qualification. For example, business courses at many post-secondary institutions are directly transferable to the professional programs of accounting institutes.

When you are researching occupations, find out if you have to apply to certification agencies on graduation. This may add time and money to your plan.

4 **Academic programs** give students an overall understanding of a subject area, rather than preparation for a specific job. These programs are often used, however, as a prerequisite to, or part of, a professional program. Academic programs are available in the humanities, social

sciences, biological and physical sciences and mathematics. They are offered at three levels: college/ university transfer programs, undergraduate programs and graduate programs.

Community colleges around B.C. offer university transfer (UT) programs. These can be taken as complete programs in themselves or used for advanced standing toward an undergraduate university degree. The UT programs include humanities, science and social science courses, such as English, history, psychology, chemistry, political science and mathematics. Some colleges offer Associate in Arts, General Studies or Science diplomas on completion of these programs.

Students who have completed one year of UT courses can apply to enter a university undergraduate program at the second year level. Students who have completed both years of a UT program can apply to enter an undergraduate program at the third-year level. Three community colleges in B.C. are now offering selected undergraduate programs, in partnership with B.C. universities. Students can now complete a university undergraduate degree at Cariboo College in Kamloops, Malaspina College in Nanaimo or Okanagan College in Kelowna. For more information on this arrangement, see Chapter 4.

Admission requirements to UT and undergraduate programs usually include B.C. secondary school graduation or equivalent or completion of college entrance examinations. Requirements vary with the institution and the program.

Undergraduate programs are those leading to a Bachelor's degree. They usually take four years to complete. In some programs, students may choose to major in a particular discipline. An honours program offers even more specialization.

All B.C. universities, including the Open University, and three community colleges (Cariboo, Malaspina and Okanagan) offer undergraduate programs. Not all institutions offer them in all disciplines, however.

On completion of an undergraduate program, students can continue their studies through graduate programs. Such programs can be taken only at a university. Simon Fraser University, University of British Columbia and University of Victoria all have graduate programs at the Master's and doctoral levels. Not all graduate programs are available at all universities. Doctoral programs, in particular, are offered less widely.

A Bachelor's degree is required for admission to a Master's program, and a Master's degree is usually required for admission to a doctoral program. Some Master's degrees can be completed through course work only. However, research work is involved in satisfying the requirements for many Master's degrees and all doctoral degrees. This is true of both academic and professional programs.

5 Professional programs are university-level programs that qualify graduates to take up specific professions. These programs are available in many areas of specialization, such as law, engineering, education, architecture, forestry, pharmacy, medicine and post-basic nursing. All major professional programs are available in B.C., but not necessarily at all universities. A limited number of professional programs (e.g., nursing, education) at the Bachelor's degree level are also available at three community colleges, Cariboo, Malaspina and Okanagan, in cooperation with the universities. (See the section, A Profile of Institutions, for more information.)

The only major professional programs not offered in B.C. are optometry and veterinary medicine. (In the western provinces, the centre for veterinary medicine studies is at the University of Saskatchewan.)

Professional programs must be completed at the university level. In some fields, career and technology programs taken at colleges and institutes allow students to enter professional programs at advanced levels -- in nursing, forestry and engineering, for example.

Depending on the profession, the minimum qualification may be an undergraduate degree, or it may be a graduate degree. For example, education (teaching) requires a Bachelor's degree, while medicine requires a graduate degree.

If you are planning to enter a profession, check out the full requirements to become qualified. When a graduate degree is demanded, plan your undergraduate degree with care. Select a degree program that will support what you plan to do when you enter your profession. For example, if you want to practise family law eventually, you may want to choose some courses in sociology or psychology for your pre-law Bachelor's degree.

Professional programs often have limited enrollment. This makes qualification for entry very competitive. Good marks are always important, and often a demonstrated interest in the field, through paid or volunteer work, can be important.

6 Cooperative education programs alternate periods of regular classroom education with paid work terms directly related to the course of study. Students gain work experience in their chosen occupations—and get paid for it. The work placements are arranged with employers and monitored by the educational institutions.

Co-op education is available in a wide range of study areas in various post-secondary institutions in B.C. Engineering, accounting, law, creative writing and leisure studies are just a few areas where co-op education is available. Some institutions offer the same program in two ways: either as a regular program or as a co-op program.

The addition of work periods to the regular curriculum in any program lengthens the time it takes to complete the program. For example, a college diploma program that normally takes four terms (16 months) may require an extra 12 months to complete in order to allow for three work terms.

7 **Distance education and open learning programs** in B.C. work together to reach out to people who can't attend a regular post-secondary institution. People who live in remote locations, who have job or family commitments or who have disabilities that keep them from attending classes at a campus are some of the ones who benefit.

This type of education takes place through a combination of printed materials, telephone tutoring, audio and video cassettes, television broadcasts, computer programs and practical kits. Students go to a specified centre to write exams.

The best-known institution in the province to offer distance and open learning programs is the Open Learning Agency. Through the Open College and the Open University, with the help of the Knowledge Network, it offers a wide range of post-secondary opportunities, including certificates, diplomas and degrees (see Chapter 4).

Other B.C. institutions are also active in distance education. The universities and some community colleges offer a variety of programs. North Island College specializes in distance education because of the remoteness of many of the communities it serves.

8 **Continuing education programs** are a combination of an institution's regular programs, offered outside regular class times, and a wide range of single courses and programs to meet local community needs. All post-secondary institutions in B.C. offer these programs, but the specific courses available in any place depend on local demand. These programs are so popular that more people attend all the continuing education programs than attend the rest of an institution's programs combined.

Some continuing education programs can be taken as credit towards a certificate, diploma or degree at the institutions. This enables people who work to take courses at night or on weekends. Other programs may be accredited by other organizations, for example, first aid courses or accounting courses.

The largest number of these programs involves general interest courses. Everything from conversational Spanish to flower arranging and music appreciation can be found in continuing education programs. Many of the courses have no admission requirements. They may be a single term, a couple of weeks or just a weekend. Fees for non-credit courses are usually low.

This gives you a brief description of different program types. Now when you read a certain college offers vocational programs or academic programs, you'll have an idea of what that means. The next few sections provide more detailed information on what programs are offered where in B.C. For details on programs offered in different subject areas, ask a counsellor for the series of eight brochures published by the Ministry of Advanced Education, Training and Technology. They cover the following programs:

- Arts & Communications
- Business
- Community Services
- Health
- Natural Resources
- Technical & Industrial
- Tourism & Hospitality
- Trades

International education's mission in the post-secondary sector is the effective delivery of educational services to enhance academic, cultural and economic links with the world community and, in particular, Asia-Pacific nations.

Most B.C. post-secondary institutions provide international education services. They offer regular campus programs to foreign students with a valid student visa issued by Immigration Canada, as well as English as a Second Language (ESL) courses or summer programs.

The institutions also send abroad instructors and/or provide programs which have been developed for, or adapted to, the foreign market. As well, faculty members from foreign institutions may come to B.C. for advanced training or to use research facilities.

Some B.C. institutions have established formal ties with foreign institutions. The universities have longstanding programs of instruction and research abroad, with a strong current emphasis on the Pacific Rim countries.

APPRENTICESHIP

Take a look at the "Help Wanted" section of your daily newspaper. What kinds of workers are most employers looking for these days? The word "skilled" shows up again and again. As technology becomes more complex everywhere in our world, employers want workers who have the skills and flexibility to do their jobs well and keep up with changes. Skilled workers earn good wages and are in high demand. A skilled, qualified worker is mobile: skills do not apply only to one job in one location.

An apprenticeship program teaches you a skilled trade through a combination of on-the-job training and in-school training. You may know that carpenters, electricians, plumbers and motor vehicle mechanics all learn their trades through apprenticeship. But did you know that you could enter an apprenticeship program to become a meat cutter, a jeweller and goldsmith or an embalmer?

WHAT IS AN APPRENTICE?

An apprentice is a person learning a trade by working at it under supervision by a skilled tradesperson for a set length of time. Who goes through an apprenticeship program? Most trades require an apprenticeship period before qualification, even if the worker has completed entry level post-secondary training. For example, cooks must serve as apprentices in order to reach

the highest level of qualification, even if they have completed a cook training course at a community college.

Other trades can be entered either through apprenticeship or through completion of a recognized program at a post-secondary institution. For example, hairdressers can do all their training at a college or through apprenticeship in a salon.

WHY CHOOSE AN APPRENTICESHIP PROGRAM?

For many people, the appeal of apprenticeship is that you earn while you learn. Apprentice pay scales reflect the growing skill and knowledge of the worker. Most apprentices start out earning 50 percent of that earned by a qualified tradesperson. This goes up at regular intervals, usually every six months, until the end of the apprenticeship period. The top of the apprentice's pay scale is about 90 percent of a qualified tradesperson. Most apprenticeship periods take from two to five years to complete.

Apprentices start with basic tasks and gradually, as they become more experienced, work their way to complete capability in the trade. This is done with the help of qualified tradespersons, who supervise the work of the apprentices and teach them the techniques they need to become skilled workers.

The apprentice's school days aren't over, however. As part of the program for many trades, the apprentice must complete a certain number of training days at a recognized institution each year. For example, the four-year apprenticeship for motor vehicle mechanics includes five weeks of full-time trade school attendance or equivalent each year.

Apprentices who successfully complete their provincial apprenticeship training receive a Certificate of Apprenticeship from the Ministry of Advanced Education, Training and Technology. In some trades there is an additional requirement to pass an inter-provincial examination.

HOW DO I BECOME AN APPRENTICE?

Apprenticeship is an agreement among three parties:

1) an employer who agrees to provide on-the-job training and supervision;
2) an apprentice who agrees to fulfill the employment and training obligations; and
3) the Ministry of Advanced Education, Training and Technology, which agrees to provide the needed post-secondary vocational training and counselling services.

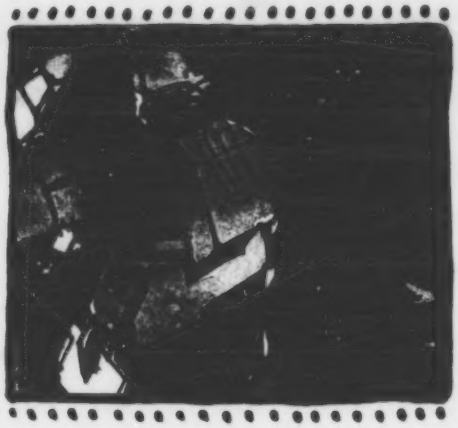
It's up to the person who wants to be an apprentice to find an employer willing to enter into an apprenticeship agreement. Once employed, the worker, with the employer, then contacts an Employment Training Counsellor from the Ministry. The counsellor registers the apprenticeship agreement between the worker and the employer. At that time, the worker may be able to get credit for previous work experience and any related post-secondary vocational training already completed.

Be aware, however, that even if you go to work for an employer who does employ apprentices, you may not be chosen as one right away. An employer may have many workers interested in the program, but only a few such positions available. This may be because there are only a few qualified tradespersons to be supervisors. New apprentices may be chosen only as positions open up.

HOW CAN I IMPROVE MY CHANCES OF BECOMING AN APPRENTICE?

If you have decided apprenticeship is for you, there are some things you can do to help yourself. Begin by investigating the occupation you are interested in. The Employment Training Counsellors at the Ministry of Advanced Education, Training and Technology can give you details on each trade. Talk with potential employers about apprenticeship possibilities.

Your schooling can be the key to getting the apprenticeship program you want. Some trades list the successful completion of Grade 12 as their minimum requirement. Others require successful completion of Grade 10. But most employers today are not interested in someone who has finished only Grade 10. No matter what the minimum requirement is, your completion of Grade 12 will give you the edge in competing for apprenticeship positions.



If you're still in high school, take courses related to the trade you've chosen. Math and science are part of the recommended minimum requirements for all trades. Check if the Passport to Apprenticeship Program is available at your school. This is a career preparation program that may enable students to have their work experience counted toward meeting apprenticeship requirements. This may reduce the length of the apprenticeship after graduation from high school. Many trades are in the program, but not all are offered in every school district. Talk to your school counsellor about the scope of the program in your district.

By completing high school, you increase your chances of apprenticeship further by taking an entry level trade training program at a post-secondary college or institute or a private trade school. Many employers now consider only apprenticeship applicants who have completed such programs. This ensures that potential apprentices already know the basics of the trade when they begin working.

In this rapidly changing world, apprenticeship gives workers the opportunity to learn new technologies as soon as they start affecting the workplace. If you are interested in apprenticeship, talk to a school or career counsellor and contact your local Job Training Office of the Ministry of Advanced Education, Training and Technology.

MATCHING PROGRAMS WITH SCHOOLS

This section contains tables that give you a picture of what programs are offered at which public post-secondary institutions in B.C. The programs, along the left side of the page, are listed under subject categories. Read through the whole list and you may discover subjects you hadn't thought about before. If you're looking for a specific program, you may have to search for it. The category may not be obvious. For example, Writing is under Communications, not Arts; Oceanography is under Biological Sciences.

Across the top of the page are the names of all the public colleges, institutes and universities in the province. When you read across the page, symbols appear opposite each program subject and under those institutions that offer the subject. The symbols that indicate the types of programs offered are described below.

These tables are just to introduce you to the range of programs available. Select those you are interested in and then contact the institution for more information. Addresses and phone numbers are given in Chapter 4 with the description of each institution.

SYMBOLS

V = VARIOUS COURSES

Various credit and non-credit courses on the subject are offered.

T= TRAINING

Training in this case refers specifically to that for a trade or clerical occupation, lasting a few weeks to a few months.

C=CERTIFICATE

At a college or institute, certificate programs involve one year or less of full-time study. They require Grade 10 or higher, with minimum grade levels and specific subjects. University level certificates usually take one year to complete and require secondary school graduation or equivalent or mature student status.

D=DIPLOMA

There are five different types of diplomas:

- The Adult Basic Education Provincial Diploma, granted to adults who have completed secondary education.
- The college or institute diploma, involving two years of study, usually in preparation for employment. Some colleges also offer an academic diploma after two years of university transfer courses. Secondary school graduation or equivalent is usually required for admission, with minimum grade levels and specific subjects.

- The Emily Carr College of Art and Design diploma, taking four years to complete. Secondary school graduation or equivalent and submission of a portfolio are required for admission. Previous experience in the field may be credited for those without secondary school graduation.
- The university diploma requires two years to complete and is offered after a bachelor's degree.

AD=ADVANCED DIPLOMA

Following graduation from a two-year diploma program, you may be eligible to take an additional one-year program leading to an advanced diploma. BCIT is the only institution now granting the advanced diploma, but other institutions may offer it in the future.

TQ=BC TRADE QUALIFICATIONS

This designation refers to mandatory technical training which an apprentice must take in order to achieve British Columbia Trade Qualifications status. The courses are offered within the colleges and institutes at progressive levels.

UT=UNIVERSITY TRANSFER

University transfer programs refer to academic courses offered at colleges that are transferable to a Bachelor's degree program at a university. Where both UT and D appear on the chart under an institution, they indicate that the college also offers a diploma after the two years of university transfer courses. This is usually called an Associate in Arts or General Studies or Science Diploma, depending on which group of courses—Arts, General Studies or Science—was completed.

B=BACHELOR'S DEGREE

This symbol refers to various types of Bachelor's degrees, depending on the discipline, e.g., Bachelor of Arts (B.A.), of Science (B.Sc.), of Applied Science (B.A.Sc.), of Science in Nursing (B.S.N.). These programs usually take four years to complete. Admission requirements for Bachelor's programs vary from school to school and, within schools, from faculty to faculty. Most require secondary school graduation or equivalent, with minimum grade levels and specific courses. Some require more advanced standing, e.g., law and architecture.

M=MASTER'S DEGREE

Master's degrees, like Bachelor's degrees, are given according to the discipline, e.g., Master of Arts (M.A.) or of Science (M.Sc.). A Master's program usually takes two years of study and may or may not involve writing a thesis. Admission usually requires the completion of a Bachelor's degree.

PhD=DOCTORAL DEGREE

A doctoral degree in academic fields and many professional fields is generally identified as a Doctorate of Philosophy (Ph.D.). It involves course work and original research. The research must be written up as a thesis and successfully defended. In these tables, the Ph.D. symbol is also used for doctoral degrees other than Ph.D., e.g., Doctor of Medicine (M.D.), Doctor of Dental Medicine (D.M.D.). Admission to a doctoral program usually requires completion of a Master's degree or a Bachelor's degree with special qualifications.

COLLEGES

SYMBOLS

V	Various courses	UT	1st / 2nd Year Academic / University Transfer
T	Training	B	Bachelor's Degree
C	Certificate	M	Master's Degree
D	Diploma	PhD	Doctoral Degree
AD	Advanced Diploma		

INFORMATION CONTAINED IN THIS MATRIX WAS ACCURATE AT THE TIME OF PRINTING BUT IS SUBJECT TO CHANGE.

	Camosun College	Capilano College	Cariboo College	College of New Caledonia	Douglas College	East Kootenay Community College	[illegible] Valley College
ADULT DEVELOPMENT							
Adult Basic Education / Literacy Instruction	C,D	C,D	C,D	C,D	C,V	C,D	C,D
Adult Special Education	T	T	T	T	T	T	T
English as a Second Language	T	T	T	T	T	T	T
AGRICULTURAL SCIENCES							
Agricultural (various specializations)						UT	D,UT
Animal Health / Pre-Veterinary Program			D				
Apiculture (Beekeeping)							
Chemical / Biological Sciences Technologies	UT,D		B,UT				
Food Processing / Food Science							
Horticulture Technology / Landscape Architecture	C	C	C				D
Other (farrier, orchardist)							
ARCHITECTURE							
Architectural Drafting			D	C			T,C
Architecture							
ARTS - FINE, APPLIED and PERFORMING							
Art History	UT	UT	UT				UT
Dance						V	
Electronic Communication Design			D				
Fashion Arts / Apparel Design							D
Fine Arts / Visual Arts	UT,D	UT,D	UT,D	T			UT,C
Graphic / Industrial Design/Commercial Art		D	D				D
Media Arts-Animation, Film, Television	V		D				
Music Therapy		D,B					
Music (Vocal, Instrumental, Performance)	UT,D	UT,D			UT,C,D	V	
Photography	V	V	V,UT				
Stagecraft Technology / Production Theatre Design / Acting		UT	UT,C		UT,D		UT,D
Theatre Studies		UT	UT		UT,D		UT,D
Three-Dimensional Art (Sculpture, Ceramics / Textiles)	UT,D	C,D	V,UT				D
[illegible]							
Asian Languages / Literature and Pacific Studies	UT,D	V,UT,D			V		
Canadian Literature / Studies / B.C. Studies	UT,D	UT	UT	V,UT	UT	UT	UT
Classics							
English Language / Literature	UT,D	UT	B,UT	UT	UT	UT	UT
Ethnic Relations		V,UT,C					
Germanic Languages / Literature		UT	UT		UT	UT,V	UT

	INSTITUTES													UNIVERSITIES			
[illegible] College	Malaspina College	North Island College	Northern Lights College	Northwest Community College	Okanagan College	Open Learning Agency (Open College)	Selkirk College	Vancouver Community College	B.C. Institute of Technology	Emily Carr College of Art & Design	Justice Institute of B.C.	Pacific Marine Training Institute					
C,D	C,D	C,D	C,D	C,D	C,D	C,D	C,D	C,D	V						C		
T	T	T	T	T	T		T	T									
T	T	T	T	T	T	T	T	T							C	V	V
			V											V		B,M,PhD	UT
															UT	UT	UT
	T													V	V		
					UT				T,D						B,M,PhD		
		T							T,D							B,M,PhD	
	D								T,D							B	
C					T												
T,C		T,C						T,C	T,C								
									T,D							B,M	UT
UT	UT	V	UT		UT			UT,D		B				V	V	D,B,M,PhD	B,M
															B	V	
										D,B				B			
C,D								C									
UT,D	UT,D	UT	U,T,D		B,D		C,D	V,UT,D		D,B				B,V	B,M	B,M	D,B,M
D	D	UT	C		D		C,D	V,D		D,B				B			
								V	D	D,B				B	B	D,B,M	
														B			
	UT,D	V	C				D	V,UT,D							B	B,M,PhD	B,M,PhD
	V		V	V	V		C,D	C,D		D,B				B		V	V
	UT,D		V					V,UT,D							B	B,M	B,M
	V	V														B,M,PhD	B,M
	UT,D	UT			V					D,B				B		V	V
	V				UT			V,UT,D							V,C	B,M,PhD	B
UT	UT,D		V	UT	UT		UT	UT,D						V	C,B	V	B
	UT	UT						UT,D						V	V	B,M,PhD	B,M
UT	UT	UT	UT	UT,D	UT		UT	V,UT,D						B	B,M,PhD	B,M,PhD	B,M,PhD
														V	D	V	
UT					UT			UT,D							V	B,M,PhD	B

COLLEGES

SYMBOLS

V	Various courses	UT	1st / 2nd Year Academic / University Transfer
T	Training	B	Bachelor's Degree
C	Certificate	M	Master's Degree
D	Diploma	PhD	Doctoral Degree
AD	Advanced Diploma		

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	Camosun College	Capilano College	Cariboo College	College of New Caledonia	Douglas College	East Kootenay Community College	Fraser Valley College
History	UT,D	UT	B,UT	UT	UT	UT	U
Humanities / Liberal / General Studies	UT,D	UT,D	UT	UT	UT	UT	U
Latin American Studies							
Linguistics					UT		
Philosophy	UT,D	UT	UT	UT	UT	UT	U
Religious Studies						UT	U
Romance Languages / Literature	UT,D	UT	UT	UT	UT	UT,V	U
Slavic Languages / Literature							U
BIOLOGICAL SCIENCES							
Biochemistry / Microbiology	UT	UT	UT	UT		UT	
Biology	UT,D	UT	B,UT	UT	UT	UT	UT,
Botany	V						
Genetics					V		
Marine Science / Oceanography							
Zoology	UT			UT			
BUSINESS/COMMERCE, MANAGEMENT and ADMINISTRATION							
Accounting Management	D	D	D	D	D	D	C
Administrative Studies							
Business Administration (various specializations)	UT,D	UT,C,D	B,UT,C,D	UT,C,D	UT,C,D	UT,C,D	UT,C
Commerce (various specializations)	UT	UT	UT	UT	UT,D	UT	
Community and regional planning							
Computer Systems Management	D	D	D	C,D	C,D		C,I
Construction Management				C	D		
Financial Management	D	D	V	D	D	V	
Industrial Supervision / Relations / Administration							
Insurance (general)							
Management and Systems Science							
Management for Foresters / Engineers							
Marketing Management	D	D	D	D	D	D	C
Municipal Government Administration	V						
Operations Management							T
Organizational Behaviour	V		V				
Pacific Rim Business / International Business	UT,D	D					
Public Administration	D						
Realty Appraisal / Real Estate / Urban Land Economics	V		V				
Small Business / Retail / Entrepreneurial Management	C	D	V	T		C	T

	INSTITUTES													UNIVERSITIES			
	Kwantlen College	Malaspina College	North Island College	Northern Lights College	Northwest Community College	Okanagan College	Open Learning Agency (Open College)	Selkirk College	Vancouver Community College	B.C. Institute of Technology	Emily Carr College of Art & Design	Justice Institute of B.C.	Pacific Marine Training Institute				
	UT	UT	UT	UT	UT,D	UT		UT	UT,D					B	C,B,M,PhD	B,M,PhD	B,M
	UT	B		UT	UT,D	UT,D		UT	V					B	C,D,B	V	D,B
									UT,D						B	V	
		UT				UT									B,M,PhD	D,B,M,PhD	D,B,M,PhD
	UT	UT	UT	UT		UT		UT	UT,D					V	B,M	B,M,PhD	B
				UT					UT,D							B,M,PhD	
	UT	UT	UT	UT	UT,D	UT		UT	V,UT,D						C,B,M,PhD	B,M,PhD	B
									V						V	B,M,PhD	B
						UT			UT,D	D					B	B,M,PhD	B,M,PhD
	UT	UT	UT	UT	UT,D	UT		UT	UT,D	D				B	B,M,PhD	B,M,PhD	B,M,PhD
		UT				UT			UT,D							B,M,PhD	V
	UT					UT			UT,D	D					V	M,PhD	V
															V	B,M,PhD	V
		UT														M,PhD	V
	C,D	C,D		UT	C,D	V,D	V	D	D	AD,D					V	D,B,M,PhD	
										B				B			
	UT,D	UT,C,D	UT,D	C	C,D	C,D	C,D	UT,D	C,D	C,D		T,C		B	B,M	B,M,PhD	
	V,UT	UT				UT	V	UT	UT,D						V	B,M,PhD	B
									V						V	M,PhD	V
	D	V	D			D	V	D	D	AD,C,D					B	M,PhD	B,M,PhD
							C			C							
	D	D			V	V,D	V		V,D	C,D		V,T,C		V	V	B,M,PhD	
	V				T		C		D	AD,C,D					V	B,M,PhD	
									D							V	
										AD,C,D					B	M,PhD	
										D						C	
	D	D				V,D	V	D	V,D	D					V	D,B,M,PhD	
										C,D							V
						V				D		V	V			V,M,PhD	
	V	V		UT		V								V	B	B,M,PhD	
		V				UT			UT,D	AD,C,D						B,M,PhD	
										C,D							D,M
		V							V,C,D	T,D						D,B,M,PhD	
		C	C			C	V	C	V,C	C,D							

COLLEGES

SYMBOLS

V	Various courses	UT	1st / 2nd Year Academic / University Transfer
T	Training	B	Bachelor's Degree
C	Certificate	M	Master's Degree
D	Diploma	PhD	Doctoral Degree
AD	Advanced Diploma		

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	Camosun College	Capilano College	Cariboo College	College of New Caledonia	Douglas College	East Kootenay Community College	Fraser Valley College
Transportation/Distribution Management					V		
Volunteer / Fund Raising Management							
CLERICAL STUDIES							
Bookkeeping / Accounting	C	C	C	C	C	C	C
Clerk-Typist	T	T,C	T,C		T,C	T,C	
Computer Applications	T	C	C	T		T	T
Dental Receptionist						C	T
Office Administration / Secretarial	D,T,C	T,C	T,C	T,C	T,C	T,C	T,C
Office Clerk			C			T	T
Office Management / Office Systems	C				D		
Secretarial (legal/medical)	C	C	C	C	C	C	C
Word Processing	C	C	C		C	C	C
COMMUNICATIONS							
Communications Arts / Studies	UT,D	V			UT	UT	UT,I
Electronic Publishing			V,C				
Journalism -- Print and Broadcast Communications	D		C				
Media Resources / Applied Communications	UT,D	D					
Public Relations / Publishing							
Writing (Creative / Technical, Editing)	UT	UT	UT		UT,D	V	V
EDUCATION							
Education (various specializations)	UT		UT,B	UT		C	C
Native Indian Education Programs	UT,C			T		C	UT
Special Education / Learning Disabilities				C,D	T,C	T,C	C,U
ENGINEERING and RELATED TECHNOLOGIES							
Advanced Manufacturing							
Aircraft Maintenance and Aircraft Structure	T						
Automation / Robotics	V,D		C	V			
Aviation Technology (Pilot Training)							D
Building / Construction Technology				D			
CAD/CAM Technologies and Manufacturing Engineering Technology	D			D			T
Chemical Engineering			UT				
Civil/Structural / Engineering Technology	D			D			
Computer Aided Drafting and Design	T		T,D	T,D			T,C
Computer Technology	C,D	C,D	C,D	D	D		V,C
Engineering Science						C	
Engineering Transfer Program	UT		UT	UT		UT	

INSTITUTES | UNIVERSITIES

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								C	D			V			B,M,PhD	
								V,C								
C	T,C	C	C	C	C	V	C	T,C								
T,C	T,C	T,C	T,C	T,C	V,T	T	T,C	T,C								
T	T,C	C	C	T	T	V	T,C	V,T,C	V		V,T					
T	C				C	V		C								
T,C	T,C	T,C	T,C	T,C	T,C	T,C	T,C	V,T,C			V					
T	T	T	T	T	T,C	C	T,C	T,C								
	V			D	T,C	C		V,T,C								
C	C	C	C	C	C		C	T,C								
C	C	C	C	C	T,C		C	T	V							
UT							D	V,UT					V	B,M,PhD		
	V		V		T		C,D	T,C						V		V
C	V,UT						C,D	C,D	C,D							V
								V			T,C			V		
C,D	V							V						V		V
UT	V,UT			V,UT	UT			V,UT	V					V	B,M	B
V	UT,B		UT		C,B,UT		C,D	C,T,C					V	D,B,M,PhD	D,B,M,PhD	B,M,PhD
		T	V		T			T,C			V			V	V	
T,C		V			T,C			V,T,C					V	V	D,B,M,PhD	V
									AD							
			D						T,C							
T,D									T,D						V	V
					D		D	D								
					T				T,D		T,C				V	
D			V						AD,T,C,D			V			V,B	
									T,D						B,M,PhD	
	V				D				D						B,M,PhD	
T,C		V			V		V	T,C	AD,C,D,V			V			B	
D	C,D				D	T,C	D	T,C	AD,T,D					V	B,M	B,M,PhD
														B,M,PhD	B	
UT	UT				UT		UT							UT		

COLLEGES

SYMBOLS

V Various courses
T Training
C Certificate
D Diploma
AD Advanced Diploma
UT 1st / 2nd Year Academic / University Transfer
B Bachelor's Degree
M Master's Degree
PhD Doctoral Degree

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Diesel Electric Power Mechanics	C						
Digital Systems Design							
Drafting Trade / Technician			V	C			T,C
Electrical / Electronics Engineering Technology	C,D		C	D		V	
Marine Engineering and Nautical Training	T						
Mechanical Engineering / Technology	D						
Mechanical Systems Technology							
Metals / Materials Engineering	D						
Mining Engineering Technology							
Petroleum Technology							
Plastics Technology							
Surveying				T			
Water Quality Technology							
FORESTRY and RESOURCE MANAGEMENT							
Aquaculture		C					
Environmental Science (various specializations)	V,D						
Forest Resource Technology				D			
Forestry (various specializations)			UT	UT		V	
Forestry Crewperson / Tree Trimmer				C		C	
Log Scaling				T		T	
Natural Resource Management			V				
Pest Management / Entomology							
Wood Products Manufacturing / Pulp and Paper Engineering							
HEALTH/MEDICAL SCIENCES and TECHNOLOGIES							
Ambulance Attendants / Paramedics							
Audiology / Speech Sciences							
Biomedical Engineering Technology / Electrophysiology							
Clinical / Biomedical Engineering / Prosthetics and Orthotics							
Continuing Health Care Administration					T,C,D		
Dental Assistant	C			C	C	C	C
Dental Hygiene	D			D			
Dental Mechanic / Technician							
Dentistry (D.D.S/D.M.D) and Grad Programs							
Diagnostic Medical Sonography (Post Diploma)							
Environmental Health / Public Health Inspection							
Health Records Administration					T,C,D	T	

INSTITUTES | UNIVERSITIES

Kwantlen College	Malaspina College	North Island College	Northern Lights College	Northwest Community College	Okanagan College	Open Learning Agency (Open College)	Selkirk College	Vancouver Community College	B.C. Institute of Technology	Emily Carr College of Art & Design	Justice Institute of B.C.	Pacific Marine Training Institute				
	T							T,C	T,C							
							UT		T,C					B		
T,C	V	C				V		T,C	T,C							
D					D	C		T,C	AD,T,D					V	B,M,PhD	B,M,PhD
		T		T								V,T,C,D			V	
									D						B,M,PhD	B,M,PhD
									D						V	
									T,D						B,M,PhD	
									UT,D						B,M,PhD	
									T,D						V	
									D						V	
				V	V				T,D						V	
D					D				T,D						V	
	C,D	C			V								V	M	B	V
D	V						UT		T,D					D,V	B,M,PhD	B
	UT,D			D			D		T,D							
					UT		UT							V,UT	B,M,PhD	UT
	C	C	C	C	T				T,C							
	C	V		T			T									
	D		V				D		D					M	M,PhD	V
	V													M	M,PhD	
									T,D						B,M,PhD	
											T,C					
															M,PhD	
									T,D							
									T,D						M	
	D								T,C						M	
	C				C	C		V,T,C								
								D								
								D								
															M,PhD	
									T,D							
									T,D					D		
											T					B

COLLEGES

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Industrial First Aid / Health & Safety	T		V			V	T
Kinesiology					D		
Long-term Care / Home Support	C	C	C	C	C	T,C	C
Medical Laboratory Technology / Science			D				
Medical Radiography Technology							
Medicine (M.D.) / Graduate Programs							
Nuclear Medicine Technology							
Nursing (Diploma / Degree)	D		B,D	D	D	D	D
Nursing (Practical LPN)	C						
Nursing (Prof.diploma specializations)			V		C		
Nursing (Psychiatric)					D		
Occupational Science							
Pharmacy / Pharmacology Technology							
Physio / occupational Therapy							
Rehabilitation Assistant							
Respiratory Therapy / Anaesthesia Technology			D				
LAW AND RELATED STUDIES							
Correctional Officer			C				
Court Reporter / Interpreter							
Criminology / Criminal Justice	D,UT			D,UT	C,D,UT		D,UT
Deputy Sheriff							
Law (specializations)							
Legal Assistant		D					
Police Officer							
Probation Officer							
Public Safety Dispatcher							
LIBRARY SCIENCES							
Archival Studies / Public History							
Library Studies							
Library Technician							D,UT
MATHEMATICAL SCIENCES							
Computer Science	UT,D	UT,D	UT	UT	UT	UT	UT
Mathematics / Applied	UT,D	UT	UT,B	UT	UT	UT	UT
Statistics	UT			UT	UT	UT	
PHYSICAL EDUCATION and RECREATION							
Health and Fitness / Human Performance / Recreation			V		V	UT	

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			V	V,T	T,C	V		T	T			T					
															D,B,M,PhD		B,M
	C	C	C	C	C	C		C	T,C								
										T,D						B	
										T,D							
															UT	M,PhD	
										T,D							
	D	B,D	D	D	D	B,D		D	D	AD,D				V		B,M	B
		C				C		C	C								
							V		V	AD,D							
										T,C,D					D	V	
									T,C							B,M,PhD	
							T									B	UT
						C											
								D				T,C					
	C,D,UT	C,D,UT		UT					UT,D			V,T,C		V	C,D,B,M,PhD		
												T,C					
																B,M	B
									T,C								
												T,C					
												T,C					
	C																
															D,C	M	
																M	D
				V				D									
	UT	UT	UT	UT	UT,D	UT,D		UT,D		AD,V,T,C,D				V	M,PhD	B,M,PhD	B,M,PhD
	UT	UT	UT	UT,D	UT,D	UT	V	UT						V	B,M,PhD	B,M,PhD	B,M
		UT	UT	UT	UT	UT	V	UT						V	B,M,PhD	B,M,PhD	V
		D							V			V,T			C	B,M	B,M

COLLEGES

SYMBOLS

V	Various courses	UT	1st / 2nd Year Academic / University Transfer
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Physical Education (various specializations)			V,UT	UT	UT	UT	
Recreation / Management / Leadership	C	D	D			T,D	
PHYSICAL SCIENCES							
Astronomy				UT			
Chemical Physics / Applied Physics				UT			
Chemistry	UT,D	UT	UT,B	UT	UT	UT	UT,D
General Science	UT	UT,D	UT	UT	UT	UT	UT,D
Geology	UT,D	UT	UT	UT	UT	UT	
Physics	UT,D	UT	UT,B	UT	UT	UT	UT,D
SOCIAL SCIENCES							
Anthropology	UT,D	UT	UT,B	UT	UT	UT	UT
Archaeology					V		
Economics	UT,D	UT	UT	UT	UT	UT	UT
General Studies					D	UT	UT,D
Geography (Human / Physical)	UT,D	UT	UT,B	UT	UT	UT	UT
Gerontology							
Political Science / Social Policy	UT,D	UT	UT		UT	UT	UT
Psychology (Arts / Science)	UT,D	UT	UT,B	UT	UT	UT	UT
Psychology (Clinical)							
Sociology	UT,D	UT	UT,B	UT	UT	UT	UT
Women's Studies	UT	UT		UT	V	UT	
SOCIAL SERVICES PROGRAMS							
Child and Youth Care (Counselling)			V		C		
Community Support Worker	C		C	C	C		V
Early Childhood Education and Care	C,D	C	C,D	C	C,D	C	C,D
Family Science							
Firefighting (Industrial / Professional / Volunteer)							
Sign Language Interpreting					V,D		
Social Work / Social Services	C		B,C	C,D	C	C	C,D
Therapeutic Recreation Technician			V		D		V
TOURISM / FOOD SERVICES / HOSPITALITY / PERSONAL SERVICES							
Adventure Tourism		V	D				
Bartending	V					T,C	V
Commercial Baking							
Cook Training (various levels / types)	C		C	C		T	
Dietetics / Nutritional Sciences							

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		UT,D						UT	UT						V	B,M	B,M
		D							V,UT,D						V		B
		UT	UT			UT			V					V		M,PhD	B,M,PhD
												T,C			B,M,PhD	D,B,M,PhD	
	UT	UT	UT	UT	UT,D	UT		UT	UT,D	D,V		T,C		V	B,M,PhD	B,M,PhD	B,M,PhD
	UT	UT	UT	UT	UT	UT,B		UT	UT					B	B	B	B
	UT	UT	UT		UT,D	UT		UT	UT,D						V	B,M,PhD	V
	UT	UT	UT	UT	UT,D	UT		UT	UT,D	V				V	B,M,PhD	B,M,PhD	B,M,PhD
	UT	UT	UT	UT	UT,D	UT		UT	V,UT,D					V	B,M,PhD	B,M,PhD	B,M
		UT		UT		UT			V,UT,D					V	B,M,PhD	V	V
	UT	UT	UT	UT	UT,D	UT		UT	UT,D					B	B,M,PhD	B,M,PhD	B,M
				D		D			D					B	B		
	UT	UT	UT	UT	UT,D	UT		UT	UT,D					B	B,M,PhD	B,M,PhD	B,M,PhD
						C								D	D	V	
	UT	UT	UT	UT	UT,D	UT		UT	UT,D					V	B,M,PhD	B,M,PhD	B,M
	UT	UT	UT	UT	UT,D	UT		UT	UT,D					B	B,M	B,M,PhD	B,M,PhD
															M,PhD	V,M,PhD	
	UT	UT	UT	UT	UT,D	UT		UT	UT,D					B	B,M,PhD	B,M,PhD	B,M
		UT	V	V		UT			UT,D					V	C,M	V	B
		UT										V				V	B,M
		V			V	C		C									
	C	C	C	C	C	C		C	D,T,C						V	V	V
																B,M	
							D					T,C,D	V,T				
								T	V,C								
		C,B		C,V	C	C,B	C	C	C,D			V,T		V		B,M	B,M
						C			V,T								
					T												
		T,C	T,C		T,C	T,C		T,C	T								
		C			T	T		T,C	T,C								
		C	C	C	C	C		T	T,C								
									D						V	B,M,PhD	

COLLEGES

SYMBOLS

V	Various courses	UT	1st / 2nd Year aAcademic / University Transfer
T	Training	B	Bachelor's Degree
C	Certificate	M	Master's Degree
D	Diploma	PhD	Doctoral Degree
AD	Advanced Diploma	TQ	B.C. Trades Qualifications

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	Camosun College	Capilano College	Cariboo College	College of New Caledonia	Douglas College	East Kootenay Community College	Fraser Valley College
Dining Room and Lounge Supervisor						T,C	
Food Service Technician / Food and Beverage							
Hairdressing / Men's Hairstyling / Esthetics							
Kitchen Management							
Management (Recreation)		D	D				
Management (Hotel/Motel / Restaurant)	D		C			C	
Management (Ski Area / Golf Club)							
Management (Tourism)	C	C				C	
Meat Processing / Delicateesen			T,C				
Supervisory Development	C	C	C			C	C
Travel Counsellor / Consultant							
Waiter / Waitress						T,C	V
TRADES PROGRAMS							
Air Brakes	V		V	V		V	V
Appliance Repair	V						
Auto / Mechanics	V,TQ		V	V,TQ		V	V,TC
Auto / Painting, Refinishing	V,TQ					V	
Autobody	V,TQ					V	
Baking							
Boilermaker / Ironworker							
Bricklaying / Masonry							
Carpentry	V,TQ		V,TQ	V,TQ			V,TC
Ceiling and Wall Installer							
Commercial Transport	V		V,TQ				
Cooking	V,TQ						
Diesel Engine Mechanics	V		V				V
Drywall							
Electrical / Motorwinding							
Electrician	V,TQ		V,TQ	V,TQ			
Floorcovering							
Gasfitting	V						
Glazing							
Heat and Frost Insulation							
Heavy Duty Mechanics	V		V,TQ	V,TQ		V	V
Heavy Equipment Operator							
Industrial Instrumentation							

INSTITUTES | UNIVERSITIES

Kwantlen College	Malaspina College	North Island College	Northern Lights College	Northwest Community College	Okanagan College	Open Learning Agency (Open College)	Selkirk College	Vancouver Community College	B.C. Institute of Technology	Emily Carr College of Art & Design	Justice Institute of B.C.	Pacific Marine Training Institute					
	C				C		C	T,C									
								T,D									
	C						C	C									
								T,C									
	D						C	T,D									
	D	T,C					D	T,D									
							D										
	D	C						D	D						V,M		V,B,M
								T,C									
C	C	C	C	C		C	C	C									
T					C	C		T,C									
	T	T		T			T	T,C									
				!													
		V	V				V	V	V								
V	V						V										
V,TQ	V,TQ	V	V	V	V,TQ		V,TQ	V	V,TQ								
					V,TQ			V	V								
					V,TQ			V	V								
								V,TQ									
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V,TQ																	
V		V(mobile)							V,TQ								
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									V,TQ								
	V,TQ							V	V,TQ								
	V																
									V,TQ								

COLLEGES

SYMBOLS

V	Various courses	UT	1st / 2nd Year Academic / University Transfer
T	Training	B	Bachelor's Degree
C	Certificate	M	Master's Degree
D	Diploma	PhD	Doctoral Degree
AD	Advanced Diploma	TQ	B.C. Trades Qualification

INFORMATION CONTAINED IN THIS MATRIX WAS ACCURATE AT THE TIME OF PRINTING BUT IS SUBJECT TO CHANGE.

	Camosun College	Capilano College	Cariboo College	College of New Caledonia	Douglas College	East Kootenay Community College	Fraser Valley College
Jeweller / Goldsmith							
Joinery / Fine Woodwork	V			V			V
LMI Saw Trades							
Machinist							
Millwright				V,TQ			
Motorcycle / In - Outboard Motor			V				
Painting / Decorating							
Partsperson (Mechanical)			V				V
Piledriving							
Plumbing	V,TQ						
Power Engineering	V			V			
Practical Horticulture							
Professional Driver Training			V			V	
Recreational Vehicle Technology							
Refrigeration	V						
Sheet Metal	V,TQ						
Sprinkler / Steamfitting	V						
Tilesetting							
Upholstery / Auto Trimmer							
Welding	V		V,TQ	V		V,TQ	V
Women's Introduction to Trades	V			V		V	

INSTITUTES | UNIVERSITIES

Kwantlen College	Malaspina College	North Island College	Northern Lights College	Northwest Community College	Okanagan College	Open Learning Agency (Open College)	Selkirk College	Vancouver Community College	B.C. Institute of Technology	Emily Carr College of Art & Design	Justice Institute of B.C.	Pacific Marine Training Institute					
								V									
			V	V	V		V		V,TQ								
									V,TQ								
							V		V,TQ								
V,TQ	V,TQ			V,TQ			V		V,TQ								
	V								V,TQ								
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									V								
V,TQ									V,TQ								
		V	V	V							V						
					V												
									V,TQ								
									TQ								
		V(mobile)							V,TQ								
V,TQ																	
V																	
V	V,TQ	V,TQ	V,TQ	V	V		V		V,TQ								
	V						V										

CHAPTER 4

A PROFILE OF INSTITUTIONS

WHERE TO GET WHAT YOU WANT--FINDING A PLACE TO STUDY

Now you know what you're going to study. The next question is: Where? Once again it's time to think about what you want. Get out your pen or pencil and paper: more explorations are coming up.

If the program you're interested in is offered at only one institution, then that's your choice. Make sure you know what the admission requirements are and when to apply. If it's a one-of-a-kind program, it may have limited enrollment and a high demand. Apply early. However, it's also a good idea to apply to other institutions as well, just in case you can't get into the exact program you want. Look around for other similar programs that may give you another way into the occupation of your choice. If you plan to take a program that's more widely available, you have to decide which institutions interest you. Where will you apply?

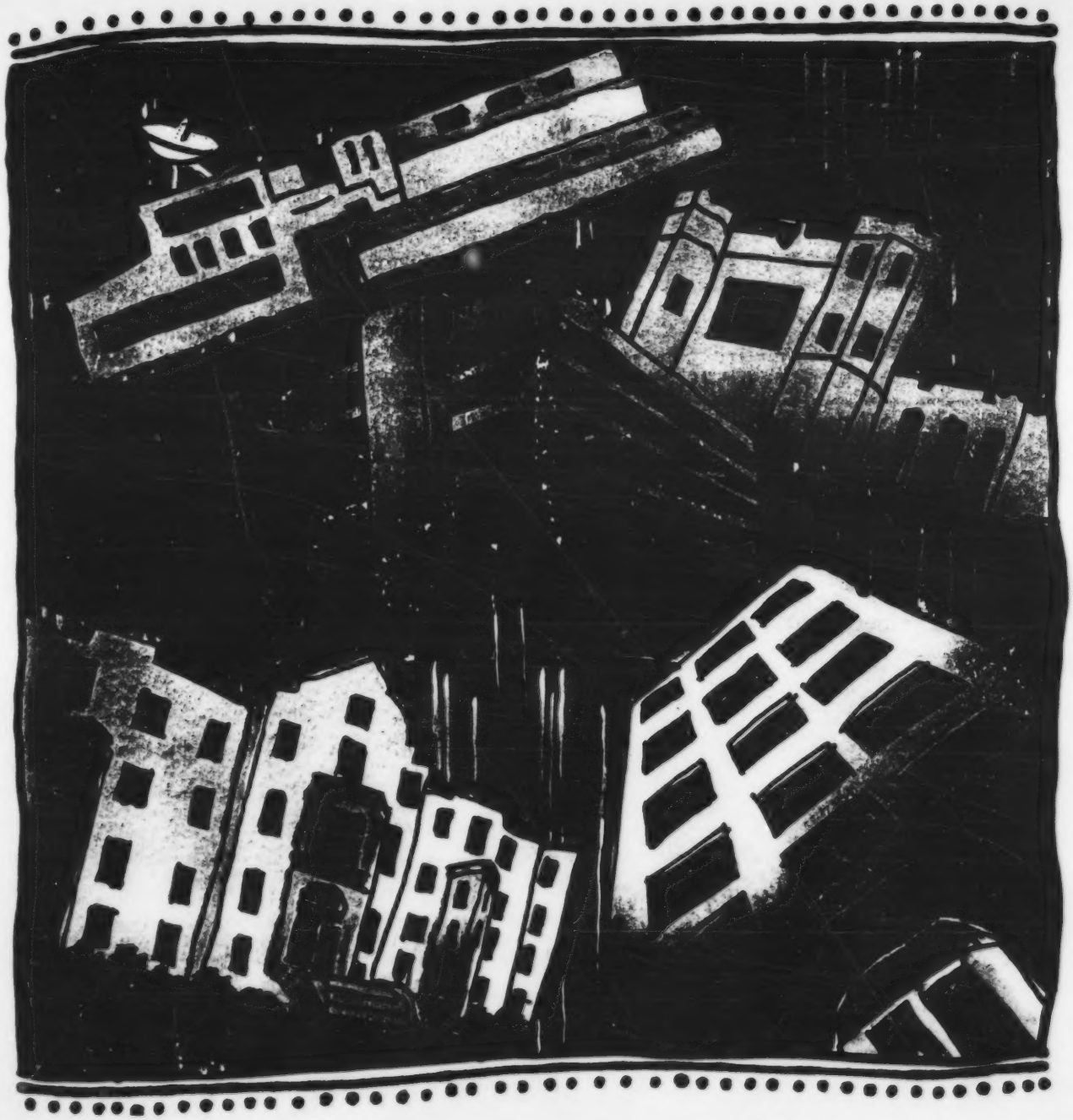
Start by thinking about your feelings. Is it important to you to stay in or near your home community? If you want to stay there, look at your local community college, institute or university. If you live in a more remote area, investigate the Open College or Open University and distance learning offered by other institutions.

Are you concerned about the size of the institution? You may prefer a small community college with its smaller class sizes to a large institute. Or you may like the excitement and variety of people at a large institution.

Perhaps cost is a factor. Where can you afford to go? If you go away for your education, you will have to pay room and board, travel costs, and other costs, on top of tuition, books and supplies. How will you pay it all? See Chapter 6 for help in figuring out the cost and how to pay for it.

WHERE WILL YOU LIVE

Investigate living accommodations as far in advance as possible. Not all institutions have residences on campus. Apply early if you do want to live in residence, as there are usually more students than space available. If you have to live off-campus, look into the cost of housing. Most institutions have housing offices that can give you a general idea of the cost and availability of rooms and apartments.



Take a closer look at the programs each institution offers. They may have the same general title, such as business administration, but they may have slightly different subjects and focuses. Which ones have more of what you want? The length of the programs may vary as well as the content. For example, again with business, you can get a two-year diploma from a community college. Or you can go to university and do a four-year Bachelor's degree. Think about how long you want to go to school and what you want when you finish. That depends at least partly on the occupation you've chosen. Check carefully what qualifications you need to get the kind of jobs you want in that occupation.

THE CHALLENGE OF GETTING IN

Another factor to consider is entrance requirements. Do you have the qualifications to get into the program? If you are only missing one or two courses, you may be able to take them at the institution at the same time as you begin the program.

You may meet the minimum requirements to apply for a program, but how many other applicants are there?

COLLEGES AND UNIVERSITIES AS PARTNERS

Are you interested in a university degree but prefer to stay close to home to take it? Maybe it's the friendly atmosphere of your local community college that appeals to you. Thanks to partnerships among three community colleges and B.C.'s three universities, selected bachelor's degrees are offered in a community college setting.

At Cariboo College in Kamloops, Bachelor's degrees in Arts, Science and Education from the University of British Columbia, in Business from Simon Fraser University and in Social Work and Nursing from the University of Victoria are offered. Malaspina College in Nanaimo offers a Bachelor of Education (Elementary), a Bachelor of Education, Post Degree Professional Program (Elementary) and a Bachelor of Arts in Liberal Studies from UVic. In Kelowna, Okanagan College offers Bachelor's degrees in Arts and in Science, in cooperation with UBC, and in Education and Nursing, in cooperation with UVic.

This means that you graduate with a degree from a university, but you've been able to take all your course requirements at your local community college. For more information on the degree programs you're interested in, contact the community college that offers them.

Remember that university transfer courses are also available at many colleges. You can take the first one or two years of a university degree at the college of your choice and then transfer to a university to complete the degree. If this option appeals to you, see a college counsellor to make sure you select the right courses.

The institution can tell you that. Contact the Registrar's Office. If there are many applicants for only a few spaces, getting accepted is more competitive, and minimum requirements may not be enough. You may have to have higher marks or show a long-standing interest in the program subject through volunteer work, work experience or hobbies.

Another factor to consider is the institution's reputation. Are its programs accepted by other educational institutions? What do employers think of it? Do its graduates find jobs easily? The way to find this out is to talk to people. Talk to people working in the subject area. Talk to companies hiring people in the field you're interested in.

Finally, are extracurricular activities important to you? Many institutions have extracurricular programs in such areas as athletics, debating and music. If you are interested in doing more than just studying and working, look for the institutions that have the activities you want.

Now you've got an idea of what you're looking for in a place to study. Once you've narrowed it down, try to visit the institutions. Many have open houses, usually every two years or so. Many will arrange group tours, and some will do individual tours. Visit the Student Services Office for information on student activities, counselling and other aspects of student life.

If you are a high school student, watch for visits to your school by teams of representatives from B.C. colleges, institutes and universities. Through the Post-Secondary Liaison Program, these teams, usually made up of representatives from the universities, the local community college and BCIT, visit high schools throughout the province. That's your chance to find out more, easily and in detail, about the programs and institutions you may be interested in. Don't miss it!

The rest of this section contains descriptions of all the public colleges, institutes and universities in B.C.

COMMUNITY COLLEGES

Community colleges appeal to all kinds of students. Some come straight from high school. Many others have been out in the workforce and are returning to college or going for the first time. They may be there to upgrade their skills or to learn new ones. Colleges give them the range of courses, flexibility, accessibility and supportive learning atmosphere they want.

B.C.'s 15 community colleges have a special mandate to serve the regions where they are located. They all offer a basic group of programs on a variety of academic, career, vocational, technical and continuing education topics. However, they also offer programs meeting the needs of their particular regions. For example, Kwantlen College in the Lower Mainland has a farrier program, and Selkirk College in Castlegar offers a program in ski area management.

In addition to their own programs, many colleges work with other institutions to make courses available. By doing this, they increase the variety of opportunities for students in their regions. For example, some Foundation Year courses of the Emily Carr College of Art and Design are offered at a few colleges. Another example is the availability of university degrees at Cariboo College, Malaspina College and Okanagan College.

Many community colleges have more than one campus, although all the campuses do not offer all the programs. The colleges tend to have a more informal atmosphere than either universities or technical institutes. And tuition is generally about half that of universities. The smaller, more intimate atmosphere of the colleges doesn't take away from the quality of the training or the professionalism of the staff.

The "open door" admissions policy at community colleges allows graduates of any B.C. secondary school program to apply for admission. As well, those who did not complete high school can upgrade their qualifications at the colleges. All the colleges offer Adult Basic Education programs (see Chapter 3). Many also offer college preparatory programs for skills upgrading. This qualifies students for admission to the programs of their choice.

Community colleges may give preference to students from their local area for certain programs. For vocational and many other programs, however, admissions are open to students from all over the province. Advisors at the colleges can help you find out if you qualify for admission to the courses and programs you want to take. High school counsellors can also help.

Here are brief descriptions of all the community colleges in B.C. Find out more about the ones you're interested in by contacting the colleges directly or with the help of your counsellor.

CAMOSUN COLLEGE

Victoria is home to Camosun College, which serves southern Vancouver Island and the Gulf Islands. The college's courses attract more than 6,000 students each year in credit programs and another 17,000 in the non-credit, general interest courses. Its four campuses offer a wide range of academic, vocational, technical and non-credit programs. Many programs, such as the technologies and office careers, have a co-op component.

Camosun offers several programs not generally available elsewhere. The Co-ordinated Studies Program is a special seminar that brings students and instructors together to explore and discuss the connections between courses. Students studying Political Science, Anthropology, Biology, English and Psychology can participate.

In the Business Systems Technician Program, students learn to be successful customer service technicians. Training includes analog and digital electronics, microprocessor theory and troubleshooting involving mechanical, electromechanical and electronic equipment.

The Native Indian Teacher Assistant Program trains Native Indian men and women to be effective teacher assistants in elementary school classrooms.

An unusual high technology program is the Materials Engineering Technology program. Students learn about high-precision, high-performance materials bonding processes and robotics and automation in industries such as shipbuilding, architecture and electronics.

Camosun's modern, up-to-date facilities include a dental health education centre and an expanded library/media centre.

For more information about Camosun College, contact:

Manager, Registrar Services
Lansdowne Campus
Camosun College
3100 Foul Bay Road
Victoria, B.C.
V8P 5J2
Telephone: (604) 592-1556

CAPILANO COLLEGE

Capilano College's region stretches from Vancouver's North Shore through Howe Sound and up the Sunshine Coast. Its main campus is in North Vancouver, and regional centres are in Sechelt and Squamish. However, students come from throughout the province and from around the world. With over 6,000 students, it's one of B.C.'s largest community colleges.

The college is noted for a variety of career and vocational programs that prepare students for employment and for a strong academic program, which is the same as the first two years of a university degree. As well, Capilano offers non-credit courses, seminars and workshops. Capilano College is strongly committed to International Education and is active in developing international projects, such as the CANASEAN International Entrepreneurial Project.

In addition to the standard vocational and academic programs, Capilano College offers some programs that are unique in B.C. and in some cases in Canada. These include Media Resources, Bachelor of Music Therapy, Asia Pacific Management Cooperative (a post-graduate program), Outdoor Recreation Management, Applied Information Technology and Labour Studies. Asia Pacific Management Cooperative is a post-graduate program.

Capilano College is growing to meet the needs of its communities through major building projects, which include a Sportsplex (gymnasium complex), a new classroom building and a new library.

For more information on Capilano College, contact:

The Registrar's Office
Capilano College
2055 Purcell Way
North Vancouver, B.C.
V7J 3H5
Telephone: (604) 986-1911

CARIBOO COLLEGE

The main campus of Cariboo College in Kamloops sits on a 100-hectare site overlooking the North and South Thompson rivers. Designated a four-year university-college in 1989, Cariboo now offers full university degrees, in partnership with the province's universities. Students can complete Bachelor's degrees in Arts, Science or Education from UBC, Business from SFU, and Social Work or Nursing from UVic.

In addition to its university programs, Cariboo has a wide range of diploma and certificate programs, including career/technology, trades and industrial and developmental. It has a national reputation in health sciences. Cariboo has B.C.'s only programs in respiratory therapy, cardiovascular perfusion and animal health technology. It has one of only two medical laboratory technologist programs. It also has post-graduate and upgrading opportunities for respiratory therapists, nurses and other health care professionals.

Cariboo College is building for the future with expanded library facilities, a major addition to its science facilities, a new arts and education complex and a campus activity centre. The college already has some 300 units of student housing, with plans for more. Two major facilities, a 50-metre pool and aquatic centre, and a stadium complex, may also be built on campus for the 1993 Canada Summer Games.

For more information about Cariboo College, contact:

Admissions Office
Cariboo College
P.O. Box 3010
Kamloops, B.C.
V2C 5N3
Telephone: (604) 828-5000
or toll-free in B.C. 1-800-663-2955

COLLEGE OF NEW CALEDONIA

The College of New Caledonia (CNC) serves a region spanning 117,500 square kilometres with a population of 122,000. Some 3,600 students attend the college's five campuses. The main campus is in Prince George, with satellite campuses in Burns Lake, Mackenzie, Quesnel and Vanderhoof. CNC offers a wide range of university credit, technical, vocational and general interest programs. It also serves as the district centre for the Emily Carr College of Art and Design.

CNC is a leader in co-operative education. It offers one of the largest cooperative education programs of all colleges and institutes in B.C. The Business and Management Studies and Trades and Technologies divisions together offer a total of 10 programs in which students can choose cooperative education. Local and regional businesses are the main source of co-op placements, but larger centres, such as Vancouver and Toronto, have also provided placements.

All CNC students have access to the CNC Resource Centre. This library has the largest academic book collection outside the Lower Mainland. It is strong in the areas of forestry, business, Native studies and health sciences. It also has special collections such as the Northern Institute for Resource Studies.

CNC students enjoy gym facilities that are among the best in the area. CNC has a strong athletics program and is a member of the B.C. College Athletics Association. National and provincial-level sporting events have been held at the college.

For more information about CNC, contact:

Admissions and
Registration
College of New Caledonia
3330-22nd Ave.
Prince George, B.C.
V2N 1P8
Telephone: (604) 562-2131

DOUGLAS COLLEGE

Douglas College, with about 6,700 students from all over the Lower Mainland, is the second largest college in B.C. The main campus in New Westminster is a modern, multi-level facility overlooking the Fraser River. A new Maple Ridge campus for about 800 students opens in 1992. Programs at the college cover the range of university transfer, applied training, developmental education, general interest courses and community programs and services.

Douglas College has a strong reputation for its Applied Programs in Nursing, Social Services and Allied Health, Commerce and Business Administration, Criminal Justice and Performing Arts. Local business and professional people sit on advisory committees for all the Applied Programs. They make sure that the programs meet the needs of the job market.

Cooperative education is available to Douglas College students in career programs such as Computer Information Systems, Accounting, Criminology and Arts Management and in university transfer areas such as Geology, Biology and Creative Writing.

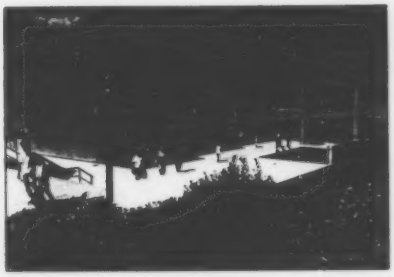
Among the college's programs that are not widely available elsewhere are Psychiatric Nursing, Health Information Services, Visual Language Interpreter (the only such program in B.C.), Therapeutic Recreation, Stagecraft and Arts Management.

Douglas College prides itself on its athletic facilities. These include a double gymnasium, fitness testing centre and dance studio. The Sports Institute, part of the College's Community Programs and Services Division, offers non-credit courses, such as the National Coaching Certification Program and Recreation Leadership Program.

For more information about Douglas College, contact:

The Office of the Registrar
Douglas College
P.O. Box 2503
New Westminster, B.C.
V3L 5B2
Telephone: (604) 527-5478

EAST KOOTENAY COMMUNITY COLLEGE



The students of East Kootenay Community College enjoy a well-equipped main campus in Cranbrook and four centres serving Creston, Fernie, Golden and Invermere. The college's low tuition costs and living expenses, small class sizes with personalized attention and its continually expanding program attract more students each year.

E.K.C.C. offers far more than basic academic courses, such as English, Sciences and Mathematics, and vocational programs, such as Auto-body Repair, Co-op Mechanics and Office Administration. Special interest programs, such as Professional Cook Training and Early Childhood Education, have become very popular. As well, under the province's Teacher Education Initiative, E.K.C.C. offers a degree program in Elementary Teacher Training through UVic.

The four major program areas at E.K.C.C. are:

- University Transfer
- Career Technology (Business Administration, Leisure and Recreational Services Management, Agricultural Technology)
- Vocational (Service Programs, Health Care, Social and Education, Tourism and Hospitality, Trad
- General interest

For more information about E.K.C.C., contact:

The Counselling Centre
East Kootenay Community College
P.O. Box 8500
Cranbrook, B.C.
V1C 5L7
Telephone: (604) 489-2751

FRASER VALLEY COLLEGE

Fraser Valley College aims to provide adult students of every age and background with the education they want—whether they are fresh from high school, have been away from formal education for many years or have special educational needs. The college provides support services to help students succeed.

About 4,000 students enroll each year in more than 40 full- and part-time academic (University Transfer), career/technical and upgrading and college preparatory programs. As many as 8,000 students enroll for the non-credit continuing education courses throughout the year. The college's main campuses are in Abbotsford and Chilliwack, with regional centres in Mission and Hope, and an Information Centre in Agassiz.

Two of the college's programs exist because of its location. The strong rural base of the Fraser Valley is reflected in the two-year Agriculture Diploma program. The presence of the Abbotsford Airport gives the college the opportunity to offer a two-year Aviation program that trains pilots for entry level positions in the aviation industry.

The college also offers excellent programs in Health Care, Business Computers and Information Technology, Human Services, Visual and Performing Arts and vocational trades.

In September 1992, Fraser Valley College will become British Columbia's fourth university-college and offer third-year university courses, with its first university degrees granted by 1994.

For more information about Fraser Valley College, contact:

The Registrar
Fraser Valley College
45600 Airport Road
Chilliwack, B.C.
V2P 6T4
Telephone: (604) 792-0025

KWANTLEN COLLEGE

Kwantlen College is committed to providing the best education possible for people in the south Fraser, Lower Mainland communities of Delta, Langley, Surrey, Richmond and White Rock. The college's campuses in Surrey, Richmond and Langley are home to over 6,000 full- and part-time students, along with over 9,000 continuing education students.

If they are interested in university, students can take two-year university transfer courses in Arts, Fine Arts, Science, Engineering, Business, Computer Science or Criminology. They can then move on to one of B.C.'s universities to complete their studies.

Kwantlen can also prepare students directly for jobs in accounting, business management, marketing, computer information systems, automation robotics and electronics. The Mass Communications program prepares students for careers in public relations, publishing and print journalism. The Fashion, Graphics and Interior Design programs are highly regarded by industry. Unique programs only available at Kwantlen include Farrier Training and Public Safety Communications. New to Kwantlen is the Environmental/Waste Management Cooperative Education program.

New opportunities keep opening up as business and industry continue to computerize and automate. Kwantlen is meeting this demand through programs such as Computer-aided Drafting and Design and Automated Office Applications. For students interested in trades, Kwantlen offers programs equivalent to first-year apprenticeship training in a variety of trades areas including:

Masonry/Tilesetting, Millwright, Automotive Parts and Light Warehousing, Small Appliance Servicing and Furniture and Auto Upholstery.

For more information about Kwantlen College, contact:

The Registrar
Kwantlen College
P.O. Box 9030
Surrey, B.C.
V3T 5H8
Telephone: (604) 599-2000

MALASPINA COLLEGE

With its main campus in Nanaimo and satellite campuses in Duncan, Powell River and Parksville/Qualicum, Malaspina College serves central Vancouver Island and the northern Sunshine Coast. Its large, modern facilities are home to a full-time student population of about 7,000. Another 20,000 students take advantage of personal development, vocational and general interest non-credit courses.

Malaspina offers a wide range of college programs from developmental through career and trades to academic. Within these conventional categories, you'll find such unusual courses as New Enterprise Management (Business), Apiculture (Beekeeping—Trades), Heavy Equipment Operator (Trades), Fish Health Technician (Technology), Music—Jazz Option (Fine and Performing Arts), and Canadian Studies (Interdisciplinary).

Malaspina is also one of the colleges offering university degrees. In partnership with the University of Victoria, the following degrees are available:

- Bachelor of Education (Elementary)
- Bachelor of Education, Post Degree Professional Program (Elementary)
- Bachelor of Arts in Liberal Studies

As well, selected university transfer courses are offered toward other Bachelor's degrees.

Malaspina is one of the few colleges with student residences. Other facilities include a well-equipped library, laboratories and gymnasium. The college's sports and athletic programs are popular with many students.

To find out more about Malaspina College, contact:

Malaspina College
Advising Centre
900 Fifth St.
Nanaimo, B.C.
V9R 5S5
Telephone: (604) 755-8752

NORTH ISLAND COLLEGE

North Island College is unique among B.C. community colleges in its extensive use of open learning to reach its students. Serving an area of about 80,000 square kilometres over central and northern Vancouver Island and the central mainland coast, the college has more than 20 learning centres in various communities. The main campus is in the Comox Valley, with new facilities scheduled to open in spring 1992.

Because many of the communities are small and isolated, NIC has developed special teaching technologies. These include computer-assisted learning, television instruction, audio cassettes, videotape, individualized modular courses and mobile learning facilities. These technologies are combined with traditional teaching methods such as classroom instruction, tutorials and laboratories. Of course, not all courses are available through open learning. For example, students learning about heavy duty mechanics need hands-on instruction, and nursing and long-term care aide students must get practical experience with patients during their training.

Over 10,000 students attend NIC, many part-time. It offers the traditional range of college programs: developmental, trades, technology, career and university transfer. NIC has one of the few aquaculture programs in the province.

For more information about North Island College, contact:

The Registrar
North Island College
156 Manor Drive
Comox, B.C.
V9N 6P7
Telephone: (604) 339-8911

NORTHERN LIGHTS COLLEGE

Northern Lights College serves the largest college region in B.C.—400,000 square kilometres, with a population of less than 60,000. Its nine campuses and learning centres are located in Atlin, Cassiar, Chetwynd, Dawson Creek, Dease Lake, Fort Nelson, Fort St. John, Hudson's Hope and Tumbler Ridge. Student housing is available at the Dawson Creek campus.

The college offers university transfer, career and vocational programs. Of special interest are the Aircraft Maintenance Engineering Program, the Alaska Highway Consortium on Teacher Education (a teacher education program in conjunction with Simon Fraser University and local school districts), the Nursing Access Diploma program (in conjunction with the B.C. Institute of Technology), and the new Professional Driver Training and Development program.

Over 1,000 full- and part-time students enroll each year, along with over 10,000 people in continuing education programs. College facilities are modern, and class sizes are small.

For more information on Northern Lights College, contact:

Office of the Registrar
Regional Administration
Northern Lights College
11401–8th St.
Dawson Creek, B.C.
V1G 4G2
Telephone: (604) 784-7514

NORTHWEST COMMUNITY COLLEGE

Northwest Community College is a decentralized college serving almost 80,000 people in an 80,000 square kilometre area from Queen Charlotte City to Houston. Some 3,000 full- and part-time students attend the college. Another 9,000 attend continuing education courses.

The college's many campuses offer a variety of programs. Some are unique to the particular region that the campuses serve. On the coast, the Prince Rupert campus offers Marine/Nautical programs as well as University Credit and Business programs. In Terrace, programs include Business and Office Administration, Nursing Diploma, Cook Training, Academic, Social Service Careers, Trades Training and Adult Basic Education programs.

To the east in Hazelton, there is a two-year Forestry Technician program and the Addiction Resource Worker certificate program. The Smithers campus offers the Adventure Tourism/Wildlife Guiding program, as well as Business programs. Other college centres in the region include: Houston, Kitimat, Nisga'a, Queen Charlotte Islands and Stewart. Not all programs are offered at all centres.

Student dormitories and a cafeteria are located at the Terrace campus.

For more information about Northwest Community College, contact:

The Registrar
Northwest Community College
5331 McConnell Ave.
Terrace, B.C.
V8G 4C2
Telephone: (604) 635-6511

OKANAGAN COLLEGE

Okanagan College is a comprehensive university-college serving the largest population of any college outside the Lower Mainland and Victoria—some 250,000 people. More than 6,000 students are enrolled in academic, career and vocational programs at campuses in Kelowna, Penticton, Vernon and Salmon Arm. Another 29,000 students attend continuing education courses at these campuses and at centres in Armstrong, Keremeos, Oliver-Osoyoos, Princeton, Revelstoke and Summerland.

The college offers both university degree programs and college diploma and certificate programs. In cooperation with UBC, university degrees can be earned in Arts and Science, with majors in English, History, Sociology, Biology and Chemistry in addition to general programs. In cooperation with UVic, degrees in Education, Nursing, Fine Arts, and Social Work are available. Transfer programs for the first two years of university are also offered.

In its college programs, Okanagan College offers two-year career and technology programs, cooperative education programs, health, apprenticeship trades and developmental programs, including adult basic and adult special education. Programs in Water Quality Technology, Auto Technician, Recreational Vehicle Technician and Rehabilitation Assistant are exclusive to Okanagan College.

Okanagan College operates an Enterprise Centre in Kelowna to serve the region's business community. A Native Education Resource Centre in Salmon Arm provides contract services in curriculm development, instructor training and program development. The college has a rapidly expanding international education program and operates a conference centre in Kelowna each May through August. More than 1,100 students each year take selected credit and non-credit courses through our fast-growing distance education program.

For more information about Okanagan College, contact:

Office of the Registrar
Okanagan College
1000 K.L.O. Road
Kelowna, B.C.
V1Y 4X8
Telephone: (604) 762-5445

SELKIRK COLLEGE

Selkirk College has a full-time student population of about 1,700. Its three campuses are in Nelson, Castlegar and Trail, with learning centres in smaller communities throughout the region.

Well-equipped campuses house computer labs, a library, learning skills centres, a modern physical education complex, laboratories, cafeterias, bookshops and counselling services. A 100-room student residence may be ready for partial occupancy on the Castlegar Campus by September 1991, however student services maintains lists of available housing suitable for students.

Selkirk College offers two-year diploma programs in Nursing, Forestry, Wildland Recreation, Aviation, Professional Music and Business. One-year certificate programs are available for entry into, or skills upgrading in, a variety of career fields. First- and second-year University Transfer courses can lead to degrees in Education, Commerce, Science, Engineering, Nursing and Social Work at B.C. universities. An innovative Teacher Education Program offered at the college leads to B.C. Teachers Federation Certification (elementary and secondary) through the UBC Faculty of Education.

Only at Selkirk College will you find diploma programs in Golf Club Management and Operations and Ski Resort Operations and Management, and a certificate program in the energy management specialty of Automated Building Systems Technology. Vocational training is available in the welding, millwright/machinist and mechanical trades.

For more information about Selkirk College, contact:

Student Services
Selkirk College
Castlegar Campus
Box 1200
Castlegar, B.C.
V1N 3J1
Telephone: (604) 365-7292

VANCOUVER COMMUNITY COLLEGE

Vancouver Community College is the largest community college in B.C., with over 47,000 registrants a year. About 30,000 of these are in the continuing education program. VCC has three main campuses (King Edward, City Centre and Langara), and offers programs at more than 30 other locations.

The King Edward Campus is home to Adult Basic Education programs, English Language Training, Adult Special Education, the Music program and Mechanical Trades. The largest number of students enrolled at the campus are those studying English as a Second Language.

At Langara Campus, University Transfer arts and science programs and career programs are offered. Many of the programs combine traditional studies with a focus on B.C.'s future. These include the Pacific Rim Business program and Peace and Conflict Studies. Also at this campus is the Theatre Arts program, one of the most highly regarded in the country.

The emphasis at City Centre is on tourism and hospitality, business programs, health care and technical training. Unique programs at this campus include the two-year Jewellery Art and Design program and the Printing Production program.

VCC also has a major International Education Division. Some 450 students from the Pacific Rim and elsewhere in the world study full-time at the college.

For more information about Vancouver Community College, contact:

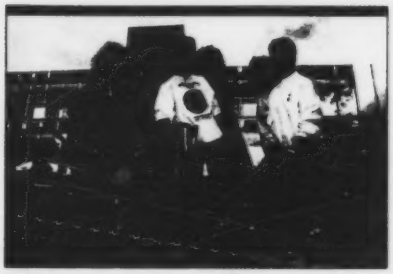
Vancouver Community College
Central Administration
1155 East Broadway
P.O. Box 24700
Station C
Vancouver, B.C.
V5T 4N4
Telephone: (604) 875-1131

INSTITUTES

BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

The specialized programs of B.C.'s five post-secondary institutes are open to students from across the province. Each institute focuses on a specific area. These include technologies and trades, art and design, law enforcement and public safety, open learning and marine training. Many of the programs offered by the institutes are one-of-a-kind in the province.

The following descriptions of the institutes outline the programs offered. Because some programs are offered at only one location, they may be in high demand. When you check out the particular program or course you're interested in, ask about waiting lists.



BCIT offers innovative and flexible training for technology and trades in over 200 programs. These one- and two-year programs emphasize practical, hands-on instruction. Many are unique in B.C.

Located in Burnaby, the main campus is a large, modern facility with the latest equipment. The Sea Island campus, near Vancouver International Airport, is a leader in aviation education. BCIT has about 7,000 full-time students and over 20,000 part-time students.

BCIT's programs are grouped into four "schools." The School of Business offers programs such as: Operations Management, Administrative Management, Financial Management, Tourism, Broadcast Communications, Marketing Management and International Trade.

The School of Health Sciences prepares graduates for specialized positions in health care. Its programs include Health Technology, Medical Imaging, Laboratory Science and Nursing.

In the School of Engineering Technology, programs include Biotechnology, Robotics, Computer Systems, Electronics, Civil Technology, Telecommunications, Surveying and Plastics Technology. There are also programs associated with the natural resource industries.

The School of Trades Training at BCIT is the largest trades training facility in the province. From Mechanics to Electricity, Aviation to Metal Working, and Carpentry to Drafting, the school teaches a wide range of trade and vocational skills.

BCIT offers program transfers for some technology programs from recognized community colleges in B.C. The Office of the Registrar can tell you more about this. Several BCIT Technology programs carry transfer credits to B.C. universities.

Students registered at BCIT for a full-time program of at least four months are eligible to apply for on-campus housing at Maquinna Residence. Apply early, because space is limited.

For more information about BCIT, contact:

British Columbia Institute of Technology
3700 Willingdon Ave.
Burnaby, B.C.
V5G 3H2

Telephone: In the Greater Vancouver Regional District
call 434-3304
Out-of-town call toll-free:
1-800-242-0676

EMILY CARR COLLEGE OF ART AND DESIGN

The Emily Carr College of Art and Design is B.C.'s institute for advanced education in fine arts and design. Over 600 full-time students attend the college's Vancouver campus. Another 1,500 part-time students follow the college's courses through arts programs around the province.

The college offers both diploma and degree programs, which combine intensive studio experience with academic work. The eight-semester (four-year) diploma program offers the following two streams:

- a Diploma in Design, with majors in Electronic Communication Design, Graphic Design or Industrial Design
- a Diploma in Fine Art, with majors in Photography, Film/Video, Animation, Interdisciplinary Studies or Studio

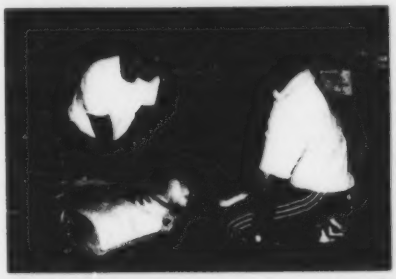
Degrees are offered through the B.C. Open University. The ECCAD diploma programs may be applied towards an Open University Bachelor in Fine Arts or a Bachelor in Design. In addition to the ECCAD credit requirements for the diplomas, the degree programs require some Open University (or transfer) credits. More information is available from the Open University.

ECCAD's part-time studies division offers year-round credit and non-credit courses in visual arts and design. First and second year credit courses are available on a part-time basis in Vancouver and other locations. They are delivered through a satellite centre in Prince George, television, print materials and telephone tutoring.

For more information about ECCAD, contact:

Emily Carr College of Art and Design
1399 Johnston St.
Granville Island
Vancouver, B.C.
V6H 3R9
Telephone: (604) 687-2345

JUSTICE INSTITUTE OF B.C.



B.C.'s Justice Institute offers education, training and related services in the areas of justice and public safety. It provides training, from entry level to advanced, for:

- municipal police officers
- firefighters
- ambulance attendants and paramedics
- corrections employees
- courts staff
- emergency response personnel
- personnel from government and private agencies
- community groups and individuals

The institute offers its training programs through the Educational Services Division and the following academies:

- Corrections
- Paramedics
- Fire
- Police
- Provincial Emergency Program
- Courts

Many of the institute's training programs offered at the academies are available to individuals only through their employers. For example, you can attend the Police Academy if you join a municipal police force.

But some of the instititute's programs are open to everyone. For example, the Fire Academy has developed a two-year college-level diploma program, offered through the Open Learning Agency. The Education Services Division of the institute has a range of courses available to the general public, including conflict resolution, crime prevention and victim services training.

The Justice Institute programs are available:

- at the Jericho Hill campus in Vancouver
- at a variety of satellite training facilities
- at regional centres around the province
- through distance education print and video packages
- through on-the-job training
- through programs on the Knowledge Network

For more information about the Justice Institute, contact:

Justice Institute of B.C.
4180 West 4th Ave.
Vancouver, B.C.
V6R 4J5
Telephone: (604) 228-9771

OPEN LEARNING AGENCY

The Open Learning Agency is made up of the Open College, the Open University and the Knowledge Network. Its headquarters are in Richmond, in the Lower Mainland, with five regional centres located around the province. All provide information about open learning and referrals to other post-secondary institutions.

Open learning makes education available to people whose lifestyles don't fit the time, place or pace of traditional classroom learning. Perhaps they live in communities far from the educational institutions that have the courses they want. Maybe they have responsibilities, such as family or work, that keep them from going to school. Through open learning, they can create their own schedules. They can study when and in the way that suits them best.

Course materials are specially designed for independent study. They include printed materials, audiotapes, videotapes, TV broadcasts, computer software and practical kits ranging from microscopes to rock samples. Students get help from course tutors through the mail, by toll-free telephone or at a learning centre. In most cases, students can register for Open College and Open University courses anytime during the year. Course and program completion times are usually flexible. Exams are given at more than 60 centres around the province.

The Open College works with B.C. colleges, institutes, school districts, and the private sector. It offers a wide range of career, technical and basic skills programs leading to recognized certificates and diplomas. Special emphasis is placed on delivering programs in the workplace through employers. The Open College enrolls more than 8,000 students.

The Open University is a public university offering open learning courses that lead to Bachelor's degrees, certificates and diplomas. It also acts as a coordinating body for university-level open learning throughtout B.C. Students can enroll, through the Open University in courses presented by all participating institutions. Programs are offered in the following areas: Administrative Studies, Applied Science and Natural Resources, Arts, Education, Fine Art, Health Science, Human Services and Science. The Open University has an enrollment of more than 6,000 students.

The Knowledge Network is B.C.'s educational television service. It carries a wide variety of programs, including:

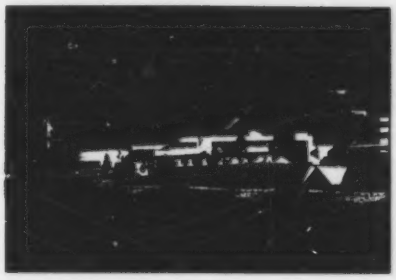
- telecourses for college and university credit
- professional, technical, and technological courses for people who want to upgrade their skills
- general educational programs for adults and children.

The network's conference call service connects students and instructors for seminars, tutorials and workshops.

For more information about the Open Learning Agency, call:

Toll-free in B.C.:
1-800-663-9711
Lower Mainland: 660-2200

PACIFIC MARINE TRAINING INSTITUTE



From its location on the waterfront in North Vancouver, the Pacific Marine Training Institute offers specialized programs for the commercial shipping and fishing industries. The five programs are:

- Nautical
- Marine Engineering
- Marine Emergency Duties
- Hazardous Materials
- Shipping and Marine Operations

Courses include subjects such as electronic navigation, meteorology, chartwork and pilotage, astro-navigation and naval architecture. Theoretical subjects such as electrical theory and thermodynamics are covered in the Marine Engineering program. In addition to classroom instruction, the institute uses radar navigation simulators and machine shops and fitting shops. Courses in sea survival, offshore safety and life saving equipment operation use the indoor training tank and the outdoor launching wharf.

The institute also operates a Safety Training Centre at Maple Ridge. Courses offered there include Marine and Industrial Fire Fighting and training in emergency. response involving hazardous materials.

While most of the institute's students are industry professionals upgrading their certificates, there are opportunities for younger people. The institute offers several programs that do not require previous sea service. These are Marine Industry New Entry Training, Fishing Deckhand and Marine Engineering Apprentice.

The institute also offers a diploma/certificate program in Shipping and Marine Operations, which is unique in Canada. It is designed to prepare students for positions in businesses that use maritime services.

For more information about the Pacific Marine Training Institute, contact:

Pacific Marine
Training Institute
265 West Esplanade
North Vancouver, B.C.
V7M 1A5
Telephone: (604) 985-0622

UNIVERSITIES

Universities are institutions of both learning and research. Some university programs are aimed at specific careers like nursing, music, engineering. Others are designed to teach students to learn how to think objectively and critically by studying a wide range of subjects in a particular area, such as history or sociology. This kind of education is a strong base for professional training in areas like law.

Three of B.C.'s public universities offer both undergraduate and graduate degrees in a variety of subject areas. The fourth, the Open University, offers undergraduate degrees, and is described on page 59 under the Open Learning Agency. A fifth public university, the University of Northern British Columbia, is expected to open its doors in 1993. B.C.'s universities have excellent reputations in both teaching and research.

The three universities described offer selected degrees through three community colleges, Cariboo, Malaspina and Okanagan. They also offer Bachelor of Education degrees through the College of New Caledonia, East Kootenay Community College, Northern Lights College, Northwest Community College and Selkirk College. Contact the colleges for more information.

Fees, admission requirements and programs differ among the universities. Check their calendars for details.

SIMON FRASER UNIVERSITY

The main campus of Simon Fraser University sits in a beautiful setting on top of Burnaby Mountain in the Lower Mainland. Over 14,000 undergraduates and almost 2,000 graduate students study at the main campus. The Harbour Centre campus is located in downtown Vancouver. It focuses on the needs of part-time and mature students and serves about 20,000 students taking credit or non-credit courses.

SFU has a tradition of innovation and accessibility. It operates on a year-round trimester system, which allows students to enter academic programs in September, January or May. This means that students can attend classes year-round, and so complete their degrees sooner than in the regular system of two semesters per year. It also allows them to adapt their attendance to suit their own situations, for example, starting in the summer rather than the fall.

SFU offers undergraduate and graduate degrees through its faculties of Applied Sciences, Arts, Business Administration, Education and Science. Except for a few specialized programs, students may take courses from the whole range of academic programs. A great variety of joint majors and interdisciplinary options is available.

Other features of learning at SFU include an extensive cooperative education program in various subjects and a large network of microcomputing facilities. SFU also offers many distance education courses. And through a partnership arrangement, a degree in business from SFU is available at Cariboo College.

Sports and fitness are another popular part of SFU. Facilities include two full-size gymnasiums, swimming and diving pools, tennis, squash and racquetball courts, playing fields, a running track, weight rooms and saunas.

On-campus housing is available in four residences. The Off-campus Housing Office can help students find housing elsewhere.

For more information about Simon Fraser University, contact:

Liaison and Admissions
Office of the Registrar
Simon Fraser University
Burnaby, B.C.
V5A 1S6
Telephone: (604) 291-3224

UNIVERSITY OF BRITISH COLUMBIA

UBC is the third largest university in Canada and one of the largest in North America. Almost 23,000 undergraduates and about 5,000 graduate students attend UBC during its regular winter session (September to April). The campus is located on the beautiful University Endowment Lands in Vancouver.

UBC offers degrees through the faculties of Agricultural Sciences, Applied Science, Arts, Forestry, Law, Commerce and Business Administration, Education, Dentistry, Medicine, Pharmaceutical Sciences, Science and Graduate Studies. It is the only university in the province offering Medicine, Dentistry, Pharmacy, Agriculture, Forestry, Architecture, Library Studies, Rehabilitation Medicine, Family and Nutritional Sciences and Audiology and Speech Sciences. Cooperative education programs are available in Agricultural Sciences, Computer Sciences, Engineering and Physics.

UBC offers a limited selection of Bachelor's degrees through Cariboo and Okanagan colleges. Contact the colleges for details.

Teaching and research take place in all faculties at UBC. Three Centres of Excellence on the campus conduct research on bacterial diseases, protein engineering and the genetic basis of human disease. A fourth one studies International Development. Other facilities on the UBC campus include the University Hospital, the Museum of Anthropology, the Fine Arts Gallery, the Botanical Garden and the Asian Centre.

UBC's reputation in teaching and research is carried over into sports and fitness. It has one of the best intercollegiate athletics programs in Canada.

Living on the UBC campus is possible at one of the many residences for single and married students. Help is also available in searching for off-campus housing.

For more information about UBC, contact:

Office of the Registrar
The University of
British Columbia
204 – 2075 Westbrook Mall
Vancouver, B.C.
Telephone: (604) 822-2844

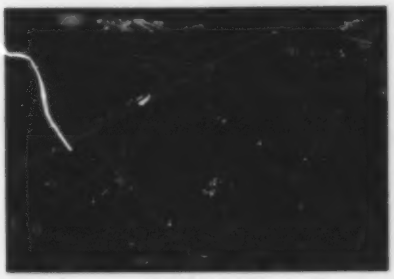
UNIVERSITY OF NORTHERN BRITISH COLUMBIA

British Columbians will soon enjoy the benefits of another high quality post-secondary institution. Prince George, in the northern part of the province, will be the home of the new University of Northern British Columbia. With September 1993 targeted for an opening date, planning is well underway.

UNBC will be a truly northern university in its focus. While no final decisions have yet been made on specific programs, a number of Bachelor's and Master's degrees will be offered. Topics of special interest to interior and northern communities will be covered. Possible areas of study could include natural resource management, aboriginal studies, nursing and education. Traditional arts and sciences degrees will be offered as well.

Watch for announcements about programs and services offered by the the University of Northern British Columbia.

UNIVERSITY OF VICTORIA



The University of Victoria combines the best qualities of small and large universities—small class sizes with a broad range of programs. Over 14,000 students attend UVic's seven faculties: Arts and Science, Fine Arts, Education, Engineering, Graduate Studies, Human and Social Development and Law. Its large, attractive campus has an ideal location, on several bus routes and within walking distance of local beaches.

A special feature of UVic is one of the most diversified cooperative education programs in the country. Co-op education is available in 17 different areas, including four that are unique in Canada: Creative Writing, Health Information Sciences, Law and Biochemistry/ Microbiology.

Other features at UVic also add to its growing reputation. The national Network of Centres of Excellence in Molecular and Interfacial Dynamics is based here. The university's Phoenix Theatre is one of the best educational theatre facilities in Canada. Strong multi-disciplinary programs include the Centre for Earth and Ocean Research, the Centre for Asia-Pacific Initiatives and the Women's Studies Program. In all of western Canada, only UVic offers programs in Health Information Science and Child and Youth Care.

Through distance learning, UVic degrees are available in Child and Youth Care, Nursing and Social Work. A Cerificate in Public Sector Management can be earned through distance learning as well. The university has also established partnerships with community colleges to offer certain Bachelor's degrees. A UVic degree in Nursing is available at Cariboo College in Kamloops. Nursing and Education degrees are offered at Okanagan College in Kelowna and at Malaspina College in Nanaimo. Malaspina College also offers a Bachelor of Arts in Liberal Studies.

Students wishing to live on campus at UVic can apply for one of the 1,200 spaces in the residence complexes. The University Housing Services has a registry of rental accommodation for those wanting to live off-campus.

In addition to its academic reputation, UVic has an outstanding record in athletic programming. It has won 20 national championships and over 51 Canada West athletic titles in the past 10 years. UVic is home to the national rowing team and the National Coaching Institute.

For more information about the University of Victoria, contact:

Admissions Services
University Centre,
Main Floor
University of Victoria
P.O. Box 3025
Victoria, B.C.
V8W 3P2
Telephone: (604) 721-8115
or 721-8119

PRIVATE INSTITUTES

All of the post-secondary institutions covered in this publication are public ones, that is, they are funded by the government. However, there is a wide range of privately owned training schools that offer vocational and apprenticeship training, both full- and part-time. Many of the programs they offer are also available at public colleges, but some are not. Most require high school graduation.

Generally, private training schools focus on a few subjects in a specific area, like computing, secretarial work, modelling. If you are considering a private institute, make sure it is registered with the government. This registration means it meets standards in programs, fees and operating policies. For more information, contact:

Manager,
Private Training Institutes
Ministry of Advanced
Education, Training and
Technology
4946 Canada Way
Burnaby, B.C.
V5G 4J6
Telephone: (604) 660-7245

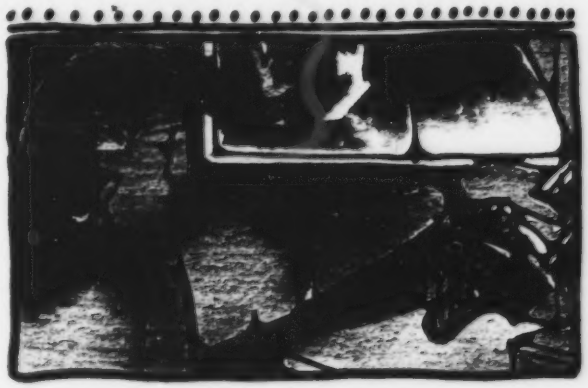
CHAPTER 5

SPECIAL SERVICES

THOSE WITH DISABILITIES

Are you a person with disabilities and thinking about post-secondary studies? You may be wondering how to get the help you need to study where and what you want. B.C.'s post-secondary institutions recognize the difficulties that students with disabilities may encounter. Most institutions have special needs coordinators who assist students in organizing the programs, goods and services they need. The coordinator's title may vary from place to place. Check the college, university or institute calendar to find out whom you should talk to.

If you are going into mainstream classes, the coordinator can help you find the support you need, whether it is equipment, books or services, such as note-taking, sign language interpreting, or tutoring. Special programs are available at all institutions for disabled students who need specialized literacy or employment training.



If you are print impaired, you should know about the College and Institute Library Service (CILS). This is a clearing house for materials such as taped books. CILS does not do brailling, but it does have a directory of braille material and can obtain it for you. Talk to the special needs coordinator about using CILS.

Financial aid for students with disabilities is available for tuition and books through the B.C. Student Assistance Program, as it is for all students.

For those with severe disabilities, the government also offers up to $10,000 per year under the Forgivable Loans for Disabled Students Program. The program covers goods and services without which a student would be unable to continue his or her education. These include such things as:

- restorative devices
- special equipment
- vehicle modification
- special transportation
- attendants and interpreters not available through other statutory or volunteer agencies.

It does not cover tuition or books. Students must be enrolled in a post-secondary program of study at a recognized institution.

Grants are also available to students in Adult Basic Education and Adult Special Education programs through the Adult Basic Education Student Assistance Program. Ask the Special Needs Coordinator at the institution you choose for help with applying for these and other sources of financial assistance.

If you are unsure of the program or institution you want and where to find it, call the Ministry of Advanced Education, Training and Technology directly. The Coordinator of Adult Special Education will help you find what you're looking for. You can write to:

Coordinator
Adult Special Education
Ministry of Advanced
Education, Training and
Technology
838 Fort St.
Victoria, B.C.
V8V 1X4
Or telephone (604) 387-6183

If you are a British Columbian with a permanent mental or physical disability, the Ministry's Vocational Rehabilitation Service can assist you to remove barriers to your employment. The service helps you enter or re-enter the workforce by offering a comprehensive vocational rehabilitation program, which enables you to develop employment skills, adapt to your disability and become economically independent.

To be eligible for the service, you must be a B.C. resident, 16 years of age or older, with a permanent physical or mental disability preventing you from securing gainful employment.

For details, contact your regional Ministry office.

Information on financial assistance only is also available from:

Student Services Branch
Ministry of Advanced
Education, Training and
Technology
Parliament Buildings
Victoria, B.C.
V8V 1X4
Or telephone toll-free
1-800-742-1818 (within B.C.)

OPPORTUNITIES FOR NATIVE STUDENTS

Native students, like other B.C. students, have the whole range of post-secondary training and education available to them. But they can also take advantage of courses, programs and support services especially for Native students—through public institutions, the Native colleges and other Native organizations.

The problem for many Native students is not knowing what is available to them. They may not know many others who have gone beyond high school. They may be unsure of their own skills. They may not want to leave their smaller communities to study in urban centres. They may not know about the many career possibilities that exist.

If you are a Native student, think about your future: where do you go from here? Your school or career counsellor can help, as can your band or tribal council education coordinator or administrator. Your local Native Friendship Centre may also be able to help. In fact, many Native Friendship Centres offer workshops or courses that may interest you.

Here is a brief outline of the kinds of opportunities available.

PUBLIC COLLEGES, UNIVERSITIES AND INSTITUTES

The courses and programs described elsewhere in this booklet are open to all B.C. students. Some colleges and universities also have special programs and services designed to help Native students succeed in the post-secondary system.

For example, the Native Indian Teacher Education Program at UBC is a five-year Bachelor of Education program that builds on Native identity and cultural heritage. Students graduate with a professional teaching certificate. The first two years of this program can be taken at colleges elsewhere in the province, including the Nicola Valley Institute of Technology.

UBC also offers a Native law program and an educational administration program called TS'KEL. Information on these and all other Native-related courses at UBC is available

from the First Nations House of Learning at UBC. The address is given in the list of Native Education Centres at the end of the section.

NATIVE EDUCATION CENTRES

Native education centres, including colleges and institutes, have grown up around the province in recent years. They are small institutions offering courses specially designed to meet the needs of Native students in a supportive environment. A list of them is given at the end of this section.

The Native education centres offer programs ranging from Adult Basic Education through vocational and trade courses to university transfer courses. Not all such courses are offered at all the education centres. Some courses are accredited* by certain public colleges or universities. Accreditation to a well-known college or university makes your diploma recognizable throughout the province. Some Native education centres are also Learning Centres for the Open College.

Remember your local Native friendship centre or other Native organization may offer courses or workshops as well.

TRANSITION COURSES

What if high school hasn't been a great success for you? What if your courses don't meet the requirements for the program you want to take?

If you want to go on to college but feel that you need to improve your skills or upgrade your academic qualifications, take a look at transition courses designed to help you cross that bridge between high school and college. For example, the College Achievement Program at Fraser Valley College can help you strengthen your academic base. It offers career and educational planning and peer support. Many of the Native educational centres offer this type of course.

Adult Basic Education (ABE) is another transition type of program available at community colleges, the Open Learning Agency and some Native education centres. Through ABE, adults who did not complete high school can do so to the level they need to qualify for post-secondary training.

SPECIAL FUNDING FOR NATIVE STUDENTS

Where to go is probably only one of your questions. You may also be wondering how to pay for your education. All B.C. students can apply for the B.C. Student Assistance Program, if they will be attending an eligible post-secondary institution.

As a Native student, you may also be eligible for financial assistance from Indian and Northern Affairs Canada and from the provincial government's Student Bursary Program through the First Citizens' Fund, through the Ministry of Native Affairs.

Indian and Northern Affairs Canada provides money to status Indians enrolled at public or private post-secondary institutions (inside or outside B.C.) to pay for tuition, transportation, living expenses, books and supplies. Contact your band or tribal council education coordinator or administrator for more information.

The Student Bursary Program of the First Citizens' Fund is available to B.C.-born status and non-status Indians and Métis to attend post-secondary institutions full-time. For more information, contact your band or tribal council

education coordinator or administrator or the First Citizens' Fund at the following address:

Manager, Special Projects
First Citizens Fund
Ministry of Native Affairs
712 Yates Street
Victoria
V8V 1X5
Telephone: (604) 356-8286

* "Accredited" means that the public college or university officially recognizes the specific course or program. It is important to take accredited courses/programs if you want to continue your studies at other institutions, so you won't have to repeat courses. Make sure to ask about accreditation when you investigate the programs you are interested in.

NATIVE EDUCATION CENTRES

Chemainus Native
College (604) 245-3522
P.O. Box 730
Ladysmith, B.C.
V0R 2E0

En'Owkin Centre
(604) 493-7181
257 Brunswick St.
Penticton, B.C.
V2A 5P9

First Nations House of
Learning
(604) 228-8940
6365 Biological Sciences
Road
Vancouver, B.C.
V6T 1W5

Native Education Centre
(604) 873-3761
285 East 5th Avenue
Vancouver, B.C.
V5T 1H2

Native Indian Teacher
Education Program
(NITEP) (604) 228-5240
Faculty of Education
University of British
Columbia
2075 Westbrook Mall
Vancouver, B.C.
V6T 1W5

Nicola Valley Institute of
Technology (604) 378-2251
P.O. Box 399
Merritt, B.C.
V0K 2B0

Secwepemc Cultural
Education Society
(604) 828-9779
345 Yellowhead Highway
Kamloops, B.C.
V2H 1H1

Yinka Dene Language
Institute (604) 567-9236
R.R. #2, Hospital Road
Vanderhoof, B.C.
V0J 3A0

Prince George Native
Learning Centre
(604) 564-3568
160 Quebec Street
Prince George, B.C.
V2L 1W2

CHAPTER 6

OPENING THE DOOR

HOW MUCH WILL IT COST?

Up until now you've probably never had to think about the cost of your education. Unless you went to a private school, your education has been free to you. In the post-secondary world, however, paying for your education becomes your responsibility. Now that you've decided what you want to study and where, you need to look at how much it will cost. The number of expenses in post-secondary education may surprise you. Sure, everyone knows about tuition, but what about the admission fee and student activity fees and books and equipment and clothes and ... let's take a closer look.

There are two basic groups of expenses: those related directly to learning and those that we'll call "other." Under direct expenses, the major one is, of course, tuition. Tuition is what you pay the institution for attending classes, use the classrooms, laboratories and other facilities, and write examinations. It is usually charged per semester and varies among institutions. In general, universities have the highest tuition fees, followed by institutes and, finally, community colleges. However, all universities do not charge the same fees, nor do all colleges. Institutes vary widely as well.

THE BIG ONE - TUITION

Within each institution, fees vary from program to program. Within programs, they vary with the number and type of courses taken. Because of these variations, you should check with the college or university you are interested in to get some idea of the cost of the tuition. While this cost can vary among institutions, the cost of college tuition is generally about 50 to 60 percent of the tuition for university.

The only way to determine accurately what it would cost you to take the program you're interested in at the institution

you want to attend is to contact that institution to find out. Call or write to the Registrar's Office.

BOOKS AND SUPPLIES

Another direct cost is text books. Again it's a cost that depends on the program you take. Usually books and supplies are lumped together in one expense category. Supplies can include anything from a geological hammer to art supplies. A very rough estimate is anywhere from $300 to $500 a year. For certain professional programs, such as dentistry, books alone could cost over $2,500 a year. The Emily Carr College of Art and Design estimates that the average cost of supplies, tools, materials and books needed to meet their course requirements is about $500 a semester.

In addition to tutition fees, and books and supplies, institutions also charge miscellaneous other, much smaller, fees. These include student activity fees ($20 to $35) and athletics fees (around $20).

FOOD AND SHELTER

Living costs, in other words, food and shelter, may be the most expensive part of post-secondary education--especially if you are not living at home. Some institutions have on-campus housing. Such housing is usually in high demand, because it combines room and board with a good location. Apply early if you want to live in residence. For first-year students, in particular, this is a popular option. The dorms are close to classes and all campus facilities and provide an easy way to meet new friends. Don't assume it's a lot cheaper to live in residence. You do eliminate travel costs, but the room and board costs may not be less than housing off campus.

Still, most students live off campus. There you may be able to rent anything from just a room to an apartment to a house shared with other students. Costs vary widely for these different living arrangements both within a single community and between communities. In general, rental costs are highest in the Lower Mainland and in Victoria. Other costs associated with housing may include telephone, electricity and heating.

Another major cost is food. Even if you're cooking at home, you will still have some of your meals out. If you're living in residence, you will probably pay for room and board together. If you're living off campus, you may find room and board arrangements available in private homes or rooming houses. Otherwise your food costs are separate from your housing costs. It's always cheaper to cook for yourself than it is to eat out, but not always possible. Eating at the cafeteria is usually cheaper than eating in a restaurant.

GETTING AROUND

Transportation costs can be an expense as well. There's the day-to-day cost of getting to and from classes. There's also the cost of travelling home for weekends and holidays, if you've gone away to school. If you have a car, there's the cost of parking it and maintaining it.

Medical and dental costs can be lumped together as one more item on your list of expenses. Medical Services Plan premiums must be paid, unless you are eligible for assistance to cover them. (Contact the Medical Services Plan in the Ministry of Health for information.) Other costs, such as prescription drugs, are not covered by the plan. Dental costs can make a large hole in your money reserves, but it's hard to predict when a cavity is going to act up. Budget for what you think you may need during the year.

A big cost for students with children is child care. Some institutions have on-campus facilities, and financial assistance may be available. Inquire about child care when you are thinking about applying to an institution.

Finally don't leave out the truly miscellaneous "other" expenses. Remember you'll need money to have fun and to buy socks and to get photos developed and for all kinds of other things. Set aside a little money for those as well.

BUDGETING

Now that you know the kinds of expenses you'll be facing, set up a budget for yourself. It doesn't have to be accurate to the last penny, but you need to know how much your post-secondary training/studies are going to cost. Your school counsellor may be able to help you with this. Here's an example of a way to set it up:

Expense	Estimated Amount $
Tuition	____
Books and supplies	____
Other student fees	____
Housing (incl. telephone, heating, electricity, etc.)	____
Meals	____
Transportation	____
- daily	____
- special occasions	____
Medical/Dental Costs	____
Child Care	____
Clothing	____
Miscellaneous	____

The more accurate you can be in your estimate, the more useful this budget will be. Find out from the institution you plan to attend what your tuition will be. They can also give you an estimate of the cost of books and supplies. If you expect to live in residence, ask for that cost as well. If you plan to live off campus, the Student Housing Office may be able to give you an idea of local housing costs.

The application form for the B.C. Student Assistance Program can also help you in preparing your budget. It spells out what costs are allowed under the program for the average student. Your school counsellor may have copies, or you could contact your local post-secondary institution.

Now you have a fairly good idea of what it will cost you to go to the institution you've chosen. You're probably shocked at the amount and wondering: how can I possibly pay for all that? Read on—help is on the way.

PAYING FOR IT

As you've discovered, post-secondary education costs money. Your budget tells you it's going to cost a lot of money. The good side of this is that it's an investment in your future. It will pay itself back in better jobs and personal satisfaction. If money is the only thing keeping you from post-secondary education or training, now's your chance to find a way over that barrier.

How will you pay for it? Begin by looking at the money you have now and have access to. Do you have any savings? Have you participated in the Passport to Education Program, earning scholarship credits each year.

How much help can relatives give you? Will the money you get from these sources be enough? If not, you'll have to look at other ways of paying your expenses.

First, there's the money you can earn by working. Do you have a full- or part-time job that will provide you with money before or during your schooling? A summer job at least is a necessity. You may choose to take a co-op program, which has paid work terms interspersed with classroom work. You may decide to go to school part-time and work full or part-time.

PASSPORT TO EDUCATION

If you are a student in a B.C. public high school or Group II independent school, you are eligible for the Passport to Education program of scholarship credits. Each year, every student, from Grades 9 to 12 receives a Passport to Education booklet. The top 30 percent of students in each grade gets stamps for passports at the end of the school year. These stamps are awarded for academic performance, effort, work habits, citizenship and school or community involvement.

The value of the credits increases with each grade:

Grade 9	*$125*
Grade 10	*$175*
Grade 11	*$225*
Grade 12	*$275*

Students can redeem their credits within five years of graduation, at a university, college or job training program approved by the Ministry of Advanced Education, Training and Technology. The credits are applied against the student's fees.

EARNING AWARDS

Next, consider financial awards. If you have good marks, you may be able to win a bursary, scholarship, or other financial award. You have to decide which ones you may qualify for and apply for them. Your school or career counsellor can help you find out about the various awards through the Ministry of Education publication *Financial Opportunities for Students: A Resource Book*. Each post-secondary institution has its own list of awards in its calendar. The counsellor can tell you about local scholarships and awards in your area as well. Some school districts publish a list of awards available to their students.

PACIFIC RIM SCHOLARSHIP

Every year, the Pacific Rim Scholarships of the Pacific Rim Education Initiatives give 19 top B.C. secondary students the opportunity to study or work in an Asia Pacific country of their choice.

Each student receives up to $20,000 for one year to cover the cost of travel, tuition, books, board and lodging. The scholarships may be used in any one of the following countries: Japan, Taiwan, Indonesia, Malaysia, Singapore, Thailand or China. The only costs the students must pay are for visas, spending money and clothing.

Students applying for Pacific Rim Scholarships must be graduating Grade 12 students, enrolled in public or Group I or II independent schools in B.C. They must be Canadian citizens or landed immigrants.

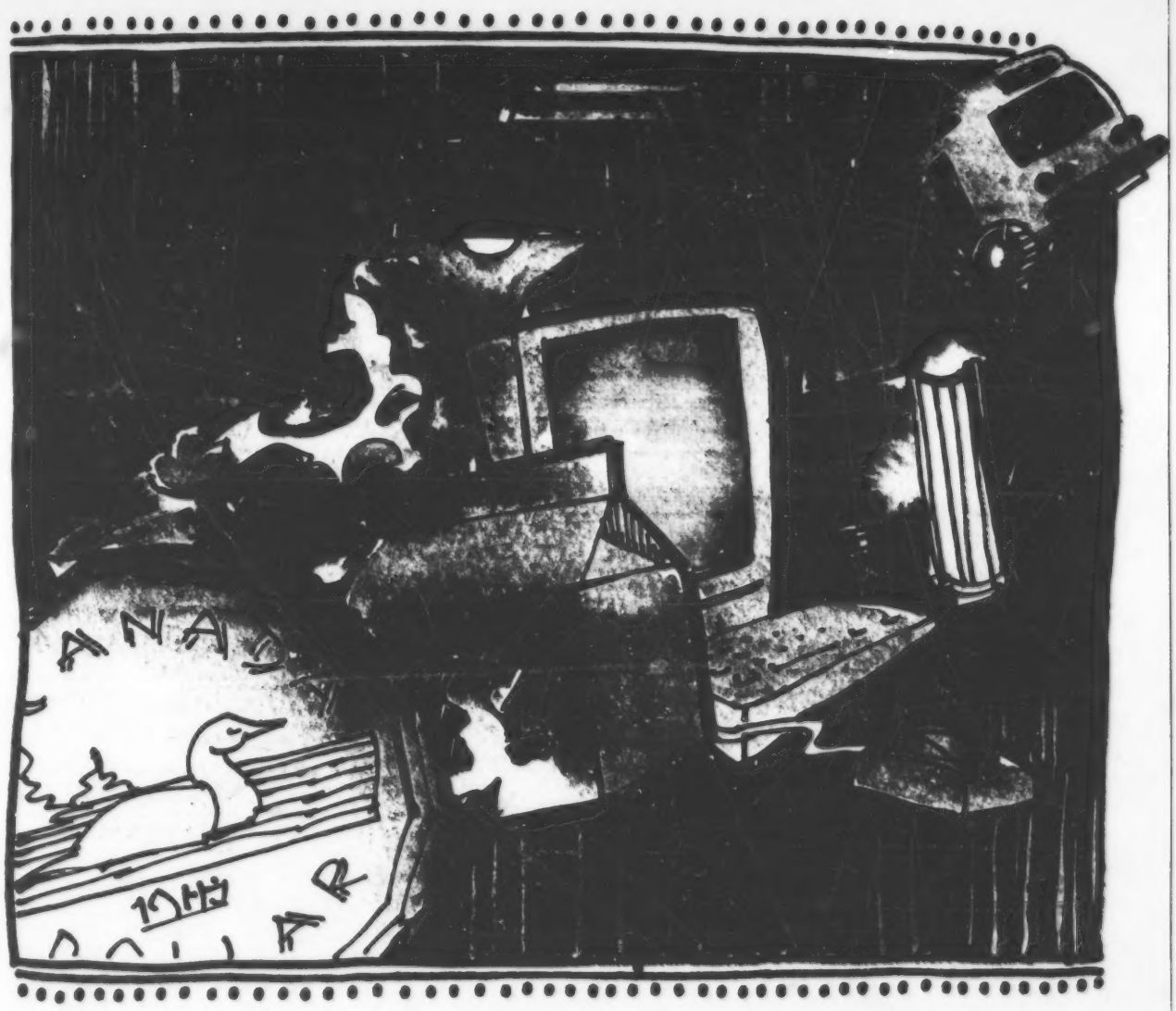
While the main factor for scholarship students is academic excellence in all subjects, students must also show academic interest in Pacific Rim studies. Other criteria are: leadership, communication skills and community service. The scholarship must be taken the year immediately following Grade 12. It cannot be deferred.

If you are interested in a Pacific Rim Scholarship, talk to your school or career counsellor and/or your district's Pacific Rim Coordinator. Applications are available at high schools, starting in October, and must be submitted to the Ministry of Education in Victoria by December 1 of that year.

When you decide to apply for a scholarship or bursary, make sure to do so by the deadline date and include all the requested supporting material.

Not all scholarships or bursaries require that you be at the top of your class. Marks are always a factor, but other areas of excellence may also be rewarded. For example, the District Scholarships offered by the Ministry of Education are awarded to students who have excelled in fields other than academics. Scholarships are not limited to those taking academic studies. Scholarships are also available to students taking vocational, technical or trade programs at community colleges or institutes. Talk to your school counsellor for more information.

Native students are eligible for assistance from both Indian and Northern Affairs Canada and from the provincial Ministry of Native Affairs. See Chapter 5 for more information.



B.C. STUDENT ASSISTANCE PROGRAM

The major source of financial aid to all B.C. students is the B.C. Student Assistance Program. BCSAP offers students repayable loans or, for eligible students, a combination of loans and non-repayable assistance. For many students, BCSAP assistance is the only way they can afford to continue their studies.

The amount of BCSAP assistance is determined by the student's need, based on the application form. Student Financial Assistance personnel look at the student's expenses and resources (e.g., savings). They then decide what the student will likely need to live a "modest lifestyle." Note that BCSAP expects the student's parents to help pay for his or her education, unless the student has been deemed independent (e.g., in the labour force for two years). Check the application form for details.

BCSAP covers basic education costs, including tuition, books, local transportation and "approved miscellaneous education expenses." The amount of the assistance is limited by a ceiling that depends on the length of the program the student is taking. Additional money is available for maintenance and/or relocation assistance.

The government provides assistance through a combination of the Canada Student Loan Program, B.C. student loans, and non-repayable funding. The government approves the loan, and the student chooses the bank or credit union he or she wants to deal with. The cash is then advanced by that institution. The government guarantees the loans and pays the interest until the student leaves school. Students must begin repaying their loans (to the institution they arranged the loan with) six months after leaving school.

BCSAP also provides financial assistance that does not need to be repaid, through its Equalization Fund. Non-repayable assistance is available to students who have expenses beyond the basic education costs mentioned above during the first two years of their post-secondary studies. Another BCSAP fund, the Supplemental Fund, provides additional non-repayable assistance to students taking Advanced or Provincial Adult Basic Education Programs through community colleges. There is also special financial assistance available for severely disabled students under BCSAP.

Application kits for BCSAP are available from Student Financial Assistance Offices at all B.C. colleges, institutes and universities or from:

Student Services Branch
Ministry of Advanced Education,Training and Technology
Parliament Buildings
Victoria, B.C.
V8V 1X4
or Second Floor, 1106 Cook Street
Victoria, B.C.

Telephone: (604) 387–6100
Toll-free:
1–800–742–1818 in B.C.

THE WORK-STUDY PROGRAM

Needy students with educational costs not covered by BCSAP should consider the Work-Study Program, sponsored by the Ministry of Advanced Education, Training and Technology. An extension of BCSAP, it offers work opportunities to students at a number of B.C. post-secondary institutions. The Ministry gives the institutions funds to cover wage and benefit costs for students hired under the program. Students must be enrolled and attending an institution. Employment may be on- or off-campus.

A special component of the Work-Study Program is Students Aiding Students. Funds are available to pay qualified students to assist other students who need help because of a physical handicap or a language problem. For more information on the whole program, contact the Student Financial Aid/Awards Office at participating institutions.

A MILITARY CAREER AND AN EDUCATION - ROTP

For students interested in a military career, another source of funding is the Canadian Armed Forces. The Regular Officer Training Plan (ROTP) covers the costs of taking a Bachelor's degree while training to be a military officer. The plan subsidizes up to five years of university studies in engineering, sciences, arts or administration. Specialist degrees in physiotherapy, pharmacy, medicine and dentistry are also subsidized.

For more information, contact your local Canadian Forces Recruiting Office.

SORTING OUT YOUR SOURCES

All this information about finances may sound complicated, but it's important to take the time to sort it out. Your school or career counsellor can help you figure out what the best sources are for you. You'll probably end up relying on a mixture of sources to cover the cost of your studies. Once you've worked out how you'll pay for your post-secondary studies you've crossed a major barrier. Your next challenge is to get accepted into the institution and program you want.

REGISTRATION AND ADMISSION

So far you've spent your time thinking and researching. You've chosen a program and one or more institutions offering that program and other activities you're interested in. Now it's time to take action.

To get into the program you want, you must apply for admission to the institution. This is not usually a quick procedure, so plan ahead. As before, write down what you need to do and when. That way you are less likely to miss important deadlines. Your school or career counsellor can help you with this process.

The first things you need are calendars and application forms for the institutions you are applying to. A calendar is a catalogue of all the courses offered at an institution. It includes important dates for admissions, registrations and timing of sessions, holidays and exams. It also contains all the rules and regulations to do with admission, registration, financial aid and everything else a student needs to know about attending the institution. When you pick up or send for the calendar and application form for the institution, make sure you tell them if you want to apply for housing or financial aid. They will give you the necessary application forms and other information.

APPLYING FOR HOUSING AND FINANCIAL AID

If you plan to apply for on-campus housing, you will need a separate application form. Check on the timing for this application. Some institutions recommend that you apply as soon as possible. Don't wait for admission to the institution. Usually far more people apply for on-campus housing than there is space available. Getting your application in early gives you a better chance at a housing place.

Note that applying for financial aid is also a separate process from the application for admission. You must be able to give a Social Insurance Number (SIN) when you apply for financial aid. Go to your nearest Employment and Immigration Canada office for information on obtaining a SIN.

WHAT'S A TRANSCRIPT?

A transcript is an official record of your marks. It is not your report card. In B.C., your high school transcript lists only the courses that you completed successfully in Grades 11 and 12. Any courses you withdrew from or failed do not appear on the transcript. The transcript records only the highest marks for courses repeated or where you have rewritten the provincial exam. At the bottom of the transcript is a statement on whether you graduated or not.

If you are a Grade 12 student, well before the end of the school year you will be asked to fill out a form that tells your high schools which post-secondary institutions you want transcripts sent to. These are the institutions you are applying to for continuing studies after Grade 12. Check with your school counsellor to find out when these forms have to be filled out. You will get your own copy of your transcript when they are sent out in early August.

If you need more copies of transcripts, you must do them yourself. A simple photocopy is not acceptable, if the transcript is to be part of an application process. To get an official copy of your transcript, go to your school or School District office. The copy made there must be stamped and signed by the Principal, Superintendent or records clerk.

THE APPLICATION PROCESS

When you receive your application package and calendar, read them carefully to make sure you meet the requirements for the program you want to take. If you have any doubts or questions, contact the person or office named in the package. Pay close attention to the dates given for submitting your application for admission. The institution will just ignore it if it arrives after the deadline.

Apply early: usually in early spring for the session starting in the fall of the same year. It is up to you to arrange for a transcript of your interim grades to be sent to the institution. Your school or career counsellor can tell you when you have to fill out the form at your high school to indicate where transcripts are to be sent. Photocopies of report cards are not acceptable.

In some popular programs, the earlier your application goes in, the better your chance of getting a place. Different programs may have different deadlines for submitting application forms, even within the same institution. Make sure your application arrives by the deadline for your program.

You may be accepted on the basis of your interim grades, on condition that your final grades are similar.

APPLYING TO SEVERAL SCHOOLS

It's worthwhile to apply to more than one institution. Different colleges, institutes and universities have different entrance requirements, even for similar programs. If you don't qualify at one institution, you may at another. If there's a high demand for a particular program at one institution--e.g., in the Lower Mainland--there may be less of a demand elsewhere.

The program you want may be available only at one institution, and it may have a waiting list. What will you do if you don't get in, or if you are placed on a waiting list and offered possible admission next year? You may want to apply to similar or complementary programs at the same or other institutions. Or you may want to get a job while you're waiting. Apply to more than one institution and you increase your chances of getting into the program you want somewhere. Once you are accepted by an institution, write to the others to let them know you have been accepted elsewhere. That may free a space for someone else.

GRADES PLUS

Remember that even if you have the minimum grades required to get into a program, according to the calendar, you may not get accepted. Programs with a high demand and a limited number of spaces usually accept those with the highest marks first. They may also be looking for students with a combination of high marks and a demonstrated interest in the subject, e.g., through volunteer work, summer jobs, hobbies or clubs. Check with the institution to find out if your program is one of these. Ask how competitive it is to get in, so you will know how strong your application must be.

Some programs require portfolios, auditions or additional documentation, besides the transcript of your marks. For example, the Emily Carr College of Art and Design requires a portfolio that shows the nature, scope and depth of the applicant's work. Follow the instructions carefully in preparing this type of material. If it is not prepared according to the directions given with the application form, it may not be reviewed at all.

CHECKING IT TWICE

When you have the completed application package together, check it over. Have you answered all the questions you're supposed to on the form? An incomplete form can cause delays that may eventually result in your not being accepted. Have you enclosed all the necessary additional documentation (portfolios, references, etc.), if required? Is the application fee enclosed? Keep copies of everything you send in, not only the application form itself, but the other documentation as well. Although it costs a bit more, it's a good idea to send your applications by registered mail. That way you can find out easily if they were received.

If your application is complete, and you meet all the requirements for the program, you'll receive a letter of acceptance from the institution. Information on registration will probably come later. Admission and registration are two completely separate procedures. Admission means you meet the institution's requirements to study there. You can't attend classes, however, until you register.

GETTING INTO A B.C. UNIVERSITY

Simon Fraser University, the University of British Columbia and the University of Victoria have the following general entrance requirements. These may vary slightly, and there may be additional requirements, depending on the program. Check with the institution for specific program entrance requirements. If you have been out of school for some time, you may qualify for acceptance as a mature student. Entrance requirements are different for mature students.

- *Senior Secondary School Graduation (Ministry of Education requirements), including English 12 (Communications 12 not acceptable)*
- *Mathematics 11*
- *French 11 or another approved Second Language 11*
- *One Science 11 (Biology 11, Chemistry 11, Physics 11 or Earth Sciences 11)**
- *Any three courses from the following:*

Biology 12
English Literature 12
French 12A
French 12 or another approved Second Language 12, such as Latin 12, German 12, Spanish 12, Japanese 12 or Mandarin Chinese 12
Writing 12 (SFU)
Chemistry 12
Français 12—Langue
Geography 12
Geometry12
Mathematics 12
Probability and Statistics 12
Computer Science 12
Français 12— Communication et Littérature
Geology 12
History 12
Physics 12
Western Civilization 12

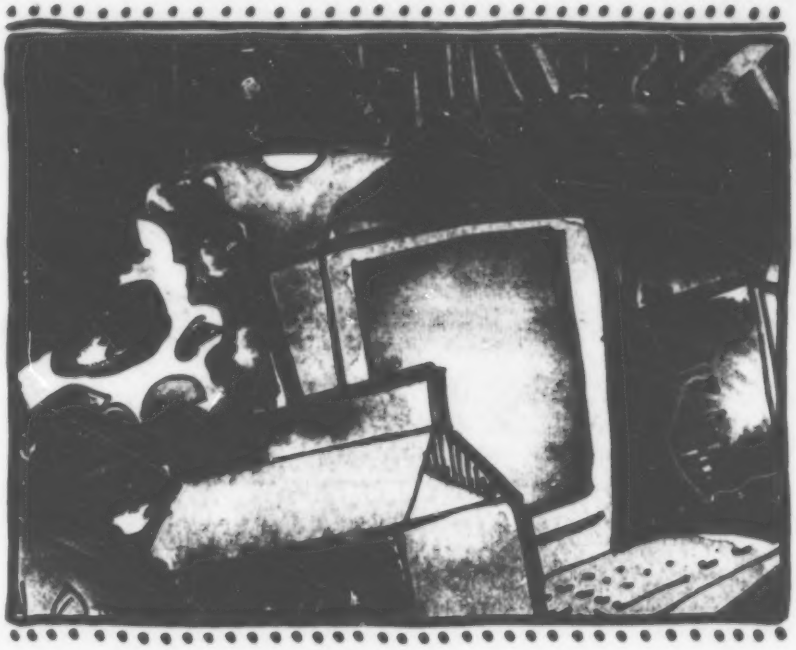
** At UBC, Computer Studies 11 is acceptable; at UVic Computer Studies 11 is also accepted, except for the Bachelor of Education—Elementary program.*

N.B. The above information may change: Check with the institutions for detailed information on admission requirements to specific programs.

APPLYING TO SEVERAL SCHOOLS

Registration is your formal enrollment in the specific courses you must take to complete your program. It takes place at the beginning of each school year or semester, depending on the institution. Registration also usually involves payment of your fees for that session. Every institution has its own registration procedures. After you are accepted, you'll receive complete details on where, when and how to register for your courses. Some institutions offer special orientation sessions for new students to introduce them to the registration process. These sessions are worth attending: you'll feel more secure about getting into the classes you want if you know exactly what to do on registration day.

So that's it. You're accepted, and you're registered. You're on the way to the future. A future that you chose.



LIFE IN POST-SECONDARY EDUCATION

All this time you've been planning, investigating and making decisions about your life in post-secondary education or job training. But have you ever really thought about what that life will be like? Some people look forward to going on to new things. Others may be a bit apprehensive about leaving the familiar world of the last few years.

If you have decided not to start full-time studies right away after high school, you'll be working. That doesn't mean you won't be learning, though. You may get on-the-job training. Or you may decide to take advantage of the continuing education programs offered at your local college, institute or university. Maybe you'll take a Mexican cooking course, upgrade your computer skills or start taking credit courses toward a diploma or degree. Eventually you may decide to go back to school full-time.

If you you want to become an apprentice, your learning will continue as a combination of on-the-job training and classroom work. That mix, though, will be completely different from your high school experience. Most of the time you'll be working at the trade you want to become expert in. School work will be just one part of your learning efforts.

If you're going on to post-secondary schooling, you too will face an environment very different from high school. Sure, you'll be in school, going into classrooms most days, but it won't be the same. You'll be fully responsible for yourself. This means greater independence. But it also means greater responsibility. If you're having trouble with a subject, you have to get help. Your success is up to you.

To help you, post-secondary schools also have a lot of resources to draw on. Both academic and personal counselling services are available. Most institutions have orientation programs for new students to help them make the transition from high school. They also offer workshops and courses on such useful techniques as study skills and research skills. Why not take advantage of these courses? Not only will they make adjusting to post-secondary studies easier, they'll help you meet more people and ease the stress of adjusting to a different way of life.

Whatever your choice, you're entering an exciting new part of your life. You've decided what you want, and you've found the way to get it. It's your future—make the best choices you can.

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